

September 30, 1954

Honorable Fred J. Kaess
United States Attorney
Eastern District of Michigan
813 Federal Building
Detroit 26, Michigan

My dear Mr. Kaess:

It was indeed a pleasure to receive your note of September 24, 1954, concerning Mr. Donald E. Moore, presently Assistant Special Agent in Charge at our New York Office.

You were most thoughtful to write me in this regard, and I was, of course, happy to learn of your high opinion of Mr. Moore. You may be sure that he will be grateful to you.

Sincerely yours,

CC: New York, with copy of incoming

✓ CC: Personnel file of ASAC Donald E. Moore, with copy of incoming

NOTE: Donald E. Moore, EOD 3-10-41, GS-14, assigned New York, No. 4 Security ASAC at New York.

MLL:imz



United States Department of Justice

TRUE COPY

UNITED STATES ATTORNEY
Eastern District of Michigan
813 FEDERAL BUILDING
DETROIT 26, MICHIGAN

September 24, 1954

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Re: DON MOORE

Sir:

Just a line to advise you that we regret seeing Don Moore leave the Detroit office of the FBI.

We want you to know that we think the world and all of Mr. Moore and that he has been most cooperative, and has been an excellent help and assistance to us in this office. We know, however, that his move to New York is an advancement and we are indeed happy for him. We sincerely believe that he is most entitled to that type of promotion.

Yours very truly,

/s/ Fred W. Kaess
Fred W. Kaess
United States Attorney

FWK:rw

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: September 22, 1954

FROM : SAC, Detroit (66-14)

SUBJECT: ASAC DONALD E. MOORE
INVENTORY MATTER

Former Detroit ASAC DONALD E. MOORE, presently assigned to the New York Division, turned in the Agents Brief Case and Zipper Brief Case charged to him on FD-107, Duplicate Property Record, before departing this office. It is requested that they be deleted from his property record at the Bureau as they have been from the field records.

A Return Property Receipt has been prepared and will be forwarded to New York for execution by Mr. MOORE for ultimate transmittal to the Bureau.

This property will be maintained in stock at this office, the Agents Brief Case being added to the inventory.

JOH:EBR

cc: New York (Enclosure)
Attention: DONALD E. MOORE, ASAC

*Property
receipt filed from
SA. Moore
le*

*FD-222 submitted
MB*

4 OCT 1 1954

206 54 1 45 PM '54
FBI - NEW YORK
RECEIVED

NOT RECORDED

File

3/11/MB

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Detroit, Michigan
September 21, 1954

I certify that I have ~~received~~ the following Government property for official use:
returned

One (1) Agents Brief Case

One (1) Zipper Brief Case

*Ret'd to
Detroit office
deleted from
property cap
jfk*

READ

47
The Government property which you hereby acknowledge
is charged to you and you are responsible for taking
care of it and returning it when its use has been
completed. DO NOT MARK OR WRITE ON IT OR MULTILATE
IT IN ANY WAY.

FILE
3-M

PER *jfk*

Very truly yours,
Donald E. Moore
DONALD E. MOORE, ASAC

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON ✓

DATE: October 4, 1954

FROM : J. P. MOHR

SUBJECT: DONALD EDGAR MOORE
Assistant Special Agent in Charge (Security)
New York Office

Tolson ✓
Boardman ✓
Nichols ✓
Belmont ✓
Rosen ✓
Tamm ✓
Sizoo ✓
Winterrowd ✓
Tele. Room ✓
Holloman ✓
Gandy ✓

In connection with the assignment of ASAC Moore to the New York Office as ASAC, the Director stated, "I would like to know why Moore was promoted to ASAC at New York when a year ago he was on probation as result of bad administration of the Detroit Office."

In my memorandum to you of August 24, 1954, which is attached, wherein the transfer of ASAC Moore was recommended and approved, I pointed out that Mr. Moore had experienced considerable difficulty during his early career as an ASAC in the Detroit Division. In this respect, I called your attention to the fact that a great deal of Mr. Moore's difficulties occurred during the period that former SAC Scheidt was in charge of the Detroit Office and that subsequent to Scheidt's removal and the designation of Mr. McIntire as SAC, the Detroit Division has shown considerable improvement. I also pointed out that although Mr. Moore was a new ASAC in the Detroit Division he received little or no assistance from Mr. Scheidt in getting the Detroit Division in proper shape.

Mr. Moore was originally placed on probation December 31, 1952, due to his improper handling of an investigative matter in the Detroit Division. He was continued on probation because of a number of weaknesses noted during the inspection of the Detroit Office in January, 1953, and again after the inspection in May, 1953. He was removed from probation September 11, 1953, after an inspection of the Detroit Office in August, 1953, was very satisfactory. Inspector Van Pelt pointed out that it became apparent during the last inspection that Mr. Moore had not received the proper training from SAC Scheidt. Inspector Van Pelt said that Mr. Moore had shown marked improvement since then and had applied himself most effectively to the various office functions. He was responsible to a large degree for the Detroit Office's increased statistical accomplishments and had continued to make steady progress in the criminal informant program. He worked well with SAC McIntire and was well liked and respected by the office personnel. He provided firm, tight supervision and set a good example.

Attachments

ERC:dkc

OCT 11 1954

RECORDED - 63

EX-104-1721504-161

Numbered

5

FEDERAL BUREAU OF INVESTIGATION

by his voluntary overtime. The Inspector said he was fully qualified to be ASAC of a large office and with additional training and experience should be SAC material.

No administrative action has been taken against Mr. Moore with the exception of that mentioned above. However, since September 22, 1953, he has been commended on four occasions by the Bureau.

The Detroit Office was again inspected in January, 1954, and the Inspector stated that it was apparent Mr. Moore had afforded his work very close attention. He displayed a thorough knowledge of the over-all office operations, problems and responsibilities. The Inspector thought that Mr. Moore was capable of being SAC of one of the Bureau's smaller offices and recommended he be so considered when the opportunity arose.

In connection with personnel advancement, SAC McIntire on April 12, 1954, advised that Mr. Moore had done an outstanding job in the supervising of the development of criminal informants. He operated the office very effectively in the SAC's absence, accepted and discharged responsibility without supervision, and was capable of assuming additional responsibilities. He was entirely capable of performing the responsibilities of SAC of one of the Bureau's smaller or medium-sized offices and the SAC recommended that he be considered for such advancement. On September 21, 1954, SAC McIntire advised that Mr. Moore was aggressive, forceful, and had unusual ability of getting along with fellow employees and the general public. He was extremely capable in contacts with police officers and executives and had exhibited excellent judgment in the handling of all matters since Mr. McIntire arrived in Detroit. He represented the Bureau most favorably as a public speaker and many complimentary remarks had been received from groups addressed by him. He had supervised the major criminal classifications of cases and had brought about excellent results in the solving of these cases. The SAC considered him a leader of men and stated that he was capable of assuming additional responsibility in the Bureau.

- The Director last saw ASAC Moore on November 24, 1953, and said he made a good personal appearance. The Director discussed with him a number of problems confronting the Detroit Office.

RECOMMENDATION:

None. The above is for informational purposes.

V. JPM 191
A PERMANENT BRIEF OF ASAC MOORE'S FILED
10/1/54
It seems incongruous to have that a man who had difficulty at an administrative level should be promoted to N. Y. S.

Office Memorandum • UNITED STATES GOVERNMENT

TO : H. L. EDWARDS

FROM : MR. MOHR

SUBJECT: DONALD E. MOORE
Assistant Special Agent in Charge
New York City Division

DATE: October 19, 1954

C. J. [unclear]
Ruth [unclear]

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

ASAC Moore called me this afternoon and stated he had originally planned to take annual leave the week of November 1, 1954, in order to return to Detroit and obtain his family. He stated developments in the New York Office made it desirable that he move this time up and he, therefore, desired to take annual leave commencing October 25th and extending through October 29th, for the purpose indicated. He said he would be back in New York City on October 29, 1954.

I told ASAC Moore it would be satisfactory for him to take the period of leave indicated.

[Signature]

JPM:mmm

*Noted in
leave office
2/11*

RECORDED-54

67-191804-162	
Searched	_____
Numbered	171
OCT 13 1954	
<i>[Signature]</i>	

18 OCT 28 1954

**FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE**

REPORT OF PERFORMANCE RATING

*Management
Unrated*

Name of Employee: 0 DONALD E. MOORE

Where Assigned: NEW YORK, N.Y. DIVISION IV (INTERNAL SECURITY)
(Division) (Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE

Rating Period: from 9/23/54 to 11/23/54

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

DM

Rated by: James J. Kelly Special Agent in Charge 11/23/54
Signature Title Date

Reviewed by: J. F. Mohr Assistant Director NOV 29 1954
Signature Title Date

Rating approved by: J. F. Mohr Assistant Director NOV 29 1954
Signature Title Date

TYPE OF REPORT

() Official RECORDED - 45
() Annual

67-191804-163
Searched
(x) Administrative 91
(x) 60-day
() Transfer NOV 24 1954
() Separation from service
() Special

13
17 DEC 2 1954

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

Pen
1/24

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee DONALD E. MOORE Title ASSISTANT SPECIAL AGENT IN CHARGE
Rating Period: from 9/23/54 to 11/23/54

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>✓</u> (17) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>✓</u> (18) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>✓</u> (19) Reporting ability: |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina). | <u>+</u> (a) Investigative reports |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (b) Summary reports |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (c) Memos, letters, wires |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives. | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>✓</u> (9) Planning ability and its application to the work. | <u>✓</u> (20) Performance as a witness. |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | <u>+</u> (21) Executive ability: |
| <u>+</u> (11) Industry, including energetic consistent application to duties. | <u>+</u> (a) Leadership |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (b) Ability to handle personnel |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application. | <u>+</u> (c) Planning |
| <u>✓</u> (14) Technical or mechanical skills. | <u>+</u> (d) Making decisions |
| <u>✓</u> (15) Investigative ability and results: | <u>+</u> (e) Assignment of work |
| <u>+</u> (a) Internal security cases | <u>+</u> (f) Training subordinates |
| <u>+</u> (b) Criminal or general investigative cases | <u>+</u> (g) Devising procedures |
| <u>+</u> (c) Fugitive cases | <u>+</u> (h) Emotional stability |
| <u>+</u> (d) Applicant cases | <u>+</u> (i) Promoting high morale |
| <u>+</u> (e) Accounting cases | <u>+</u> (j) Getting results |
| <u>✓</u> (16) Physical surveillance ability. | <u>+</u> (22) Ability on raids and dangerous assignments: |
| | <u>+</u> (a) As leader |
| | <u>+</u> (b) As participant |
| | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement. |
| | <u>+</u> (24) Ability to work under pressure. |
| | <u>+</u> (25) Miscellaneous. Specify and rate: |
| | <u>+</u> Dictation ability |
| | <u>+</u> Automobile driving ability |

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Assistant Special Agent in Charge, Div. IV (Internal Security)
- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): _____
- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
- D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

DM

DONALD E. MOORE
ASSISTANT SPECIAL AGENT IN CHARGE
SIXTY-DAY RATING

Mr. Moore assumed his duties as Assistant Special Agent in Charge of the Security Division on September 23, 1954. Since that time the writer has had occasion to work closely with Mr. Moore. He presents an excellent appearance, handles himself in a very easy, confident manner, and is very well liked by those within and without the Bureau.)

He assumed his duties in New York with no difficulty and worked assiduously to become familiar with the work generally supervised by him in Division IV of the New York office. He has shown himself to be excellently grounded in Bureau policy and brings to his decisions a mature judgment. He handles personnel objectively and fairly yet firmly. Judging from his overall handling of the matters in Division IV, I would say that he has clearly shown administrative and executive ability and I feel confident that he could assume the duties of Special Agent in Charge of one of the Bureau's field offices.)

I consider Mr. Moore a distinct asset to the New York office.) He is entitled to a rating of Satisfactory.



RECEIVED
NOV 55 10 05 AM '55
NOV 30 4 00 PM '55

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

FROM : SAC, New York

SUBJECT: ASAC DONALD E. MOORE
CHANGE OF ADDRESS

DATE 11/1/54

PERSONAL AND CONFIDENTIAL

This is to advise of change of address for ASAC Moore to 692 Hunt Lane, Manhasset, New York. His telephone number is Manhasset 7-0552.

DEM:RAA

18 NOV 8 1954

*34 PM
payroll*

December 3, 1954

**MEMORANDUM FOR MR. TOLSON
MR. HARBO**

This afternoon I started to see the ASAC's who have been attending the Administrative School. In the course of the afternoon I had occasion to request that Mr. Donald E. Moore, ASAC of the New York Field Division, come to my office since he had asked to see me. I was advised that the Training and Inspection Division stated that Mr. Moore could not be located as he had left the class room.

I have no objection to the Agents and officials from the field who are attending schools at the Seat of Government leaving the class room but I do think that someone in the Training Division should be kept advised as to where they can be found in the event they are wanted. In view of their inability to locate Mr. Moore it was impossible for me to see him. I had a number of matters that I wished to discuss with him about the administration of the New York Office.

Very truly yours,

J. E. H.
John Edgar Hoover
Director

JEH:mpd

55 DEC 14 1954

SENT FROM D. O.	
TIME	9:30 AM
DATE	12-6-54
BY	NSA

son _____
rdman _____
hols _____
mont _____
o _____
ons _____
a _____
rowd _____
Room _____
ma _____

1 copy sent 12-13-54 (42)
1 copy sent 12-14-54 (45)

Mr. Tolson

12/7/54

Mr. R. T. Harbo

SPECIAL ADMINISTRATIVE SCHOOL
11/29 - 12/7/54

The Special Administrative School was held from 10 a.m., 11/29/54 to 4:30 p.m., 12/7/54. The following men were in attendance:

Bachman, Ralph W. (ASAC)	Indianapolis
Brent, Aubrey S. (ASAC)	Atlanta
Desmond, John F. (ASAC)	Buffalo
Dinsmore, Andrew M. (ASAC)	Charlotte
Emrich, Elmer F. (ASAC)	El Paso
Felt, W. Mark	Training and Inspection Div.
Grapp, Wesley G. (ASAC)	Kansas City
Held, Richard G.	Training and Inspection Div.
Jones, John R. (ASAC)	San Diego
Lehman, Joseph A.	Training and Inspection Div.
McMahon, James E.	Domestic Intelligence Div.
Moore, Donald E. (ASAC)	New York
Moran, Christopher J.	Investigative Div.
Rose, Bowen F.	Domestic Intelligence Div.
Schmit, Joseph L. (ASAC)	Denver
Stewart, Eugene H.	Domestic Intelligence Div.
Sylvester, Joseph T.	Investigative Div.
Watson, C. F. (ASAC)	Richmond
	Domestic Intelligence Div.

b6

cc: Mr. Mohr
Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Tele. Room _____
Holloman _____
Gandy _____

Mr. Sizoo
Mr. H. L. Edwards
Personnel Files of above-mentioned Agents

55 DEC 10 1954

AIR-TEL

November 10, 1954

SAC, New York

YOU SHOULD INSTRUCT ASAC DONALD E. MOORE TO REPORT TO
ROOM 5242, DEPARTMENT OF JUSTICE BUILDING, NINTH AND
PENNSYLVANIA AVENUE, NORTHWEST, WASHINGTON, D.C. AT 10:00
A.M. MONDAY, NOVEMBER 29, 1954, TO ATTEND A SPECIAL
ADMINISTRATIVE SCHOOL. THIS SCHOOL WILL CONCLUDE AT 4:30
P.M. DECEMBER 7, 1954. CONFIRM ATTENDANCE.

HOOVER

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

ERC:jae

COMM — FBI
NOV 10 1954
MAILED 24

18 NOV 15 1954

RECEIVED
NOV 10 5 00 PM '54

JPM

Mr. Tolson	✓
Mr. Boardman	✓
Mr. Nichols	✓
Mr. Belmont	✓
Mr. Mohr	✓
Mr. Parsons	✓
Mr. Rosen	✓
Mr. Tamm	✓
Mr. Sizoo	✓
Mr. Winterrowd	✓
Tele. Room	✓
Mr. Holloman	✓
Miss Gandy	✓

December 6, 1954

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

PERSONAL

✓ H. L. Edwards

Dear Mr. Hoover:

DONALD E. MOORE

I want to write you this personal note to let you know how sincerely sorry I am on not being able to see you during my present stay in Washington. The misunderstanding as to where I was to record my whereabouts is something that I will always regret for on every trip I make to Washington, I anticipate far above all other things the prospect of being able to talk to you and receive any personal instructions or advice you may have for me.

Since I have been on my present assignment in New York and especially since I was scheduled to attend the present Special Administrative School, I had more than ever looked forward to having the opportunity of seeing you. Many times in the past when questions have arisen in the performance of my work for which I did not have any clear-cut solution, I have resolved them by thinking back to the basic principles and ideas you have furnished me. I know that in my present assignment many problems will arise and I realize how much any personal instructions you might have would benefit me.

I most certainly realize the extreme pressure of your all too many commitments, but I do want to let you know that if at any time you would be able to grant me an appointment, I would be most appreciative of the opportunity of flying from New York to Washington at my own expense.

Sincerely,

Donald E. Moore
Donald E. Moore

I think the loose administration of the Training Div. is more to blame than Moore is. H.

67-191804-165
RECORDED - 141
FEDERAL BUREAU OF INVESTIGATION

REC'D
67-191504-165

December 8, 1954

PERSONAL AND CONFIDENTIAL

Mr. Donald E. Moore,
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

Thank you for your thoughtfulness and courtesy in writing to me as you did December 6, 1954, to express your regret at being unable to consummate your scheduled interview with me because of the inability of my office to locate you on Friday, December 3, during your temporary absence from class at the Administrative School.

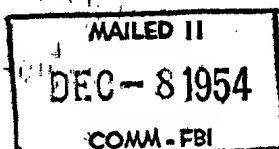
I too am sorry that it was not possible to arrange the interview when scheduled, particularly so because my commitments did not permit any subsequent adjustment to enable me to see you during the remainder of your stay in Washington. I do hope that we will not experience any similar difficulty on future occasions when your official assignments bring you to headquarters.

Sincerely yours,

J. Edgar Hoover

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

CC: SAC, New York



55 DEC 13 1954

RECEIVED
FBI
U.S. DEPT. OF JUSTICE
DEC 8 9 50 AM '54

7/10/54

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. HARBO *R.H. 12/3/54*

FROM : ASAC D. E. MOORE, NEW YORK *of 12/3/54*

SUBJECT: APPOINTMENT WITH DIRECTOR

DATE: 12/3/54

Tolson _____
 Boardman _____
 Nichols _____
 Belmont _____
 Harbo _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Sizoo _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

PURPOSE:

To advise as to the unavailability of the writer when the Director's Office attempted to contact him on December 3, 1954.

DETAILS:

At the beginning of the Administrative School we were advised that the Training and Inspection Division would arrange appointments with the Director for the various Assistant Special Agents in Charge in attendance and that if any ASAC desired to see any other Bureau official he should make his own arrangements.

At 9:00 A.M. on December 3, 1954, those attending the Administrative School were broken down into groups and given specific assignments as to where they were to attend lectures at various times during the day. We were informed that if we could not be reached at the indicated places we should contact extension 887 and advise of our location.

At approximately 4:30 P.M., December 3, 1954, I left word with the group that I was with that I was going to Mr. Boardman's Office, extension 555. I saw Mr. Boardman and left his office at approximately 5:00 P.M. I went immediately to Mr. J. P. Mohr's Office to make an appointment with Mr. Mohr, stayed there approximately one minute, and then went to Mr. Gearty's Office in the Training and Inspection Division, from which I telephonically contacted extension 887 to advise them that I was not with my group and could be reached for the next few minutes on extension 2037 and would then rejoin my group in Room 7119. I did exactly this and at approximately 5:11 P.M. was advised on extension 2037 that I should go to the Director's Office, which I immediately did.

DEM:mfs
 (7)

99
 55 DEC 15 1954

191804-166

15 DEC 18 1954

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *Jan 13*

FROM : R. T. Harbo *RH*

SUBJECT: DONALD E. MOORE
Assistant Special Agent in Charge
New York Division
Non-Veteran
Not on Probation
APPOINTMENT WITH DIRECTOR

DATE: 12/3/54

Tolson *[initials]*
Boardman *[initials]*
Nichols *[initials]*
Belmont *[initials]*
Harbo *[initials]*
Mohr *[initials]*
Parsons *[initials]*
Rosen *[initials]*
Tamm *[initials]*
 Sizoo *[initials]*
Winterrowd *[initials]*
Tele. Room *[initials]*
Holloman *[initials]*
Gandy *[initials]*

Assistant Special Agent in Charge Moore, attending the Administrative School at the Seat of Government this week requested an appointment with the Director. At 5:03 P.M. today the Director's Office instructed my office to have Mr. Moore report to the Director's Office immediately. My office was unable to locate him immediately. At approximately 5:17 P.M. ASAC Moore arrived in the Director's Reception Room. The Director requested an explanation as to why the Training Division was unable to keep track of the Assistant Special Agents in Charge attending this school.

EXPLANATION:

Standard instructions are that my office is to be advised when any member of any class at any school at the Seat of Government will be absent from the designated group during the day.

The Administrative Division had charge of the Administrative School for the entire day of December 3, 1954. The program called for dividing the class into four groups. Each group was to proceed, according to a fixed time schedule, to seven different offices in the Personnel Section of the Administrative Division for lectures and discussions concerning personnel matters. A schedule of each group for the day was furnished my office.

At the beginning of the day, December 3, 1954, Mr. W. S. Tavel, Assistant Personnel Officer, furnished each group with extension number 887 (H. D. Edwards' Office) which was to

BCB:mfs/nfp

(7)
Attachmentcc: Mr. Mohr
55 DEC 21 1954

cc to Mr. Tolson

RECORDED

61-191804-161

12 DEC 13 1954

FEDERAL BUREAU OF INVESTIGATION

DEC 8 2 23 PM '54

11H 17007
REC'D-LES. H. 2801

3. JPM

10/27/54 12-21-54 (75)
1/6/55 12-21-54 (62)

*Training and Inspection Div.

be called in the event any member of the class should leave his group or deviate from the schedule so as not to be available in the room indicated on the schedule at the time indicated. A log was maintained at the telephone extension number 887.

ASAC Moore states that at the beginning of the Administrative School he was advised that the Training and Inspection Division would arrange appointments with the Director for any Assistant Special Agent in Charge but that if any ASAC desired to see any other Bureau Officials he should make his own arrangements.

ASAC Moore desired to see Mr. Boardman and at approximately 4:30 P.M., December 3, 1954, Mr. Moore left his group (which was then in Room 4511 with Mr. W. E. Clark of the Personnel Section) and went directly to Mr. Boardman's Office. Mr. Moore advised ASAC C. F. Watson, another member of his group, of his destination and gave Mr. Watson a slip of paper with Mr. Boardman's extension, 555, in order that his group would know where to reach him.

When the Director's Office called my office for Mr. Moore at approximately 5:03 P.M., Miss [redacted] of my office referred to the schedule of the Administrative School and telephoned Mr. E. J. Ingram, Room 7119, where ASAC Moore's group was scheduled to be from 5:00 P.M. to 6:00 P.M. The group had not yet arrived (it was moving from the fourth floor to the seventh floor at that time). Miss [redacted] then telephoned Mr. W. E. Clark in Room 4511, where the group had been from 4:00 P.M. to 5:00 P.M., and learned that ASAC Moore had left word he would be available at extension 555 (Mr. Boardman's Office). Miss [redacted] called Mr. Boardman's Office and learned that Mr. Moore had just left for Assistant Director J. P. Mohr's Office. Mr. Mohr's Office reported that ASAC Moore had been there for one minute and had departed, leaving no indication of his destination. b6

Miss [redacted] advised that she did not know of the instructions issued by the Administrative Division to the effect that extension 887 was to be the control number for those in attendance at the Administrative School on December 3, 1954. In tracing ASAC Moore she followed the normal procedure of her office.

Mr. Tavel believes that he told Inspector Gearty, in charge of Training Section, while discussing plans for the Administrative School, that the Personnel Section would maintain a log in order to keep track of members of the Administrative School while they were in the Administrative Division. He does

not recall mentioning specifically that extension 887 would be used. He states that in instructing class members to keep in touch with extension 887 he did not mean to countermand any orders of the Training and Inspection Division, but wanted to be sure that the Personnel Section would know where the ASACs were at all times while they were undergoing instruction in the Personnel Section. Inspector Gearty recalls no mention of a log during his conversation with Mr. Tavel. He does recall that Mr. Tavel suggested that a central location in the Administrative Division, such as Assistant Director Mohr's Office, be designated as the place to be advised of the whereabouts of the ASACs at all times. Inspector Gearty states that he pointed out at that time that it would be necessary for the Training and Inspection Division to have a detailed schedule prepared by the Personnel Section showing the whereabouts of the ASACs during each hour of their training in the Personnel Section in order that they might be reached. Such a schedule was prepared, as indicated previously. Mr. Tavel states that he has not been aware of the requirement that all employees attending classes under the supervision of the Training and Inspection Division are required to keep the Training and Inspection Division advised of their whereabouts when they are not in classes as scheduled.

It should be elemental - H.
ASAC Moore explains that he went immediately from Assistant Director Mohr's Office to Mr. Gearty's Office, from which point he telephonically contacted extension 887 (Mr. Edwards' Office) and advised them that he could be reached for the next few minutes on extension 2037 (Room 2266, where ASAC Moore went to pick up some personal property) before rejoining his group.

They apparently were allowed to wander around at will
The message from the Director's Office was received by ASAC Moore on extension 2037 at approximately 5:11 P.M. ASAC Moore went directly to the Director's Office.

A memorandum of explanation prepared by ASAC Moore is attached hereto.

CONCLUSIONS:

(1) ASAC Moore was aware that the normal procedure is to keep my office advised of his whereabouts during any absence from class. However, he understood that Mr. Tavel's instructions for December 3, 1954, were that if he could not be reached through his group he should keep extension 887 (H. L. Edwards' Office) advised of his whereabouts. Upon leaving the group at approximately 4:30 P.M., he left word with his group as to where he could be reached, rather than telephoning

extension 887 or advising my office. He states he did not understand that it would be necessary to telephone extension 887 if his group knew his whereabouts.

(2) Had ASAC Moore advised my office of his whereabouts during his absence from his group he could have been reached immediately.

(3) Recognition of the necessity of knowing whereabouts of members of the Administrative School at all times lead to the issuance of instructions by Mr. Tavel, which were in conflict with basic instructions issued by the Training and Inspection Division and the conflicting instructions, although well-meant, probably contributed to the confusion which resulted in ASAC Moore's unavailability.

RECOMMENDATIONS:

yes. H. (1) That the basic rule be reiterated to all Instructors appearing before any training class at the Seat of Government to the effect that any member of a class in training must keep the front office of the Training and Inspection Division advised of his location at all times when he is not attending the class in which he is scheduled. No conflicting instructions should be issued by any Instructor.

yes. H. Yes and I recommend a strong letter of censure to Harbo for not setting up proper procedures.

(2) That ASAC Moore be censured for not having advised either the front office of the Training and Inspection Division or H. L. Edwards' Office directly of his location at all times during his absence from his group on the afternoon of December 3, 1954.

yes
No. You can't expect persons attending schools to abide by regulations when
PERMANENT BRIEF OF ASAC MOORE'S PERSONNEL FILE ATTACHED

there is no order procedure set up by Training Div.

Previously submitted

No further schools of any kind are to be scheduled until some semblance of control can be established & carried out by Training Div. H.

January 24, 1955

Personal and Confidential

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

I consider your close supervision of the various phases of the recent development of a source of information of a highly confidential nature relative to the security of our country was of a calibre to merit commendation.

The ingenuity, foresight and good judgment you have demonstrated in your handling of this difficult and delicate matter, as well as other cases of a similar nature, have been responsible in no small measure for the success realized by the New York Office in this particular phase of the Bureau's work. I do not want the opportunity to pass without expressing to you my sincere appreciation.

Sincerely yours,

J. Edgar Hoover

cc: SAC, New York (Personal Attention)

LRH:rw
67-191804
(4)

RECORDED - 145

ASAC supervised the development of an anonymous source from which was obtained valuable information concerning underground operations of the CP.

55 FEB 2 1955

COMM - FBI

JAN 24 1955

MAILED 31

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

67-191804-168

Searched

5 JAN 24 1955

FEDERAL BUREAU OF INVESTIGATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: January 17,
1955

FROM : H. L. Edwards

SUBJECT: COMMUNIST PARTY, U. S. A.
Underground Operations
New York Division
Internal Security - C

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Rosen _____
Tamm _____
Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

COMMENDATION MATTER

The attached memorandum from Mr. Belmont to Mr. Boardman dated 1/13/55 reflects that the SAC, New York, has recommended meritorious awards for SAs [redacted] and [redacted] and letters of commendation to SAs [redacted]

[redacted] Boyd B. Henry, Jr., Supervisor Frank J. Smith, ASAC Donald E. Moore and a general letter of commendation to the New York Office as a result of the development of an anonymous source from which was obtained valuable information concerning underground operations of the Communist Party.

SAC, New York, has advised that the anonymous source was developed primarily by SAs [redacted] and [redacted] on 1/11/55 and that the source provided valuable information pertaining to [redacted] a courier for the Communist Party Underground. It was determined from the source that [redacted] had in her possession data concerning the "National Sector" of the CP Underground as well as approximately \$2300 in cash and various cryptic notations for individuals active in the Communist Underground apparently on a national level. The SAC pointed out that maximum security attended the activities of [redacted] and the material in her possession had been elaborately sealed in an effort to preserve its security.

The SAC has further advised that SAs [redacted] and [redacted] have displayed outstanding resourcefulness and ingenuity, as well as sincere devotion to duty, over an extended period of time in developing information concerning underground operations of the Communist Party which ultimately led to the contact with the anonymous source. Furthermore, SA Scaturro successfully utilized special investigative skills which made it possible to determine the nature of the highly confidential underground material in [redacted] possession. According to the SAC, these 2 agents voluntarily contributed many hours of their own time and have exposed themselves to personal danger and risks in carrying out this difficult and delicate assignment.

EJI:ggg

(4)

55 JAN 28 1955

CC: Mr. Belmont (Sent Direct)
Mr. Leonard

Attachments (4)

The agents named above who were recommended by the SAC to receive letters of commendation have performed in an exemplary manner in handling surveillances under the most difficult circumstances, in displaying special technical skills and otherwise assisting in the many ramifications of the operation. SA Frank J. Smith and ASAC Donald E. Moore have supervised the operation with unusual ability and have made many valuable suggestions which contributed to its success.

The Director has indicated that proper recognition should be given to the agents responsible for this valuable source.

Bureau Records of SAs [] and []

SA [] entered on duty as a Special Agent on 2/26/51 and is presently in Grade GS-11, \$6340 per annum. SA [] entered on duty as a Special Agent on 9/20/48 and is presently in Grade GS-12, \$7040 per annum. The records of these 2 agents have been satisfactory and no administrative action has been taken against them with the exception of a letter of censure to SA [] dated 2/25/52 for his failure to properly carry out his assignments in connection with a security surveillance.

Recommendations of the Domestic Intelligence Division:

b6

The Domestic Intelligence Division has recommended that SAs [] and [] be granted an award of \$200 and has concurred in the recommendations of the SAC with regard to letters of commendation to the other participating agents and a general letter of commendation to the New York Office.

Status of New Incentive Awards Program:

You will recall that the Bureau submitted to the Department for approval on 12/30/54 a proposed Incentive Awards Plan covering FBI employees which carries out the provisions of the new legislation concerning incentive awards. This new plan provides for the Director or someone designated by him to approve cash awards to Bureau employees up to and including \$1000. By memorandum dated 1/6/55 Mr. S. A. Andretta, Administrative Assistant Attorney General, advised that the Department's over-all Incentive Awards Plan was being revised as of that date and should be ready for issuance shortly thereafter. It was their belief that the Bureau's plan should not be approved until after the final Department plan has been approved by the Attorney General and officially issued. Informal contacts with [] Personnel Officer of the Department, have indicated that the Bureau's plan will be approved in its present form upon issuance of the Department's plan.

b6

(3) That a general letter of commendation be directed to the SAC, New York, commending the other agent personnel of the office who rendered valuable assistance in handling this difficult assignment.

DONE
1-24-55
Luhink

✓

Agree
JMM-mse
1/17

Agree
JMM 1/17

(4) If recommendations 2 and 3 are approved, it is further recommended these letters be held in abeyance until such time as SAs [] and [] are advised of their awards in order that all commendatory action in this case may be taken simultaneously. If you approve, there is attached a memorandum to the SAC advising him of the necessity for withholding action concerning his recommendations at this time.

b6

Mr. Johnson recommended
1/20/55 action be taken
new and Director
agreed. GJP
1/21

✓

Agree
JMM-mse
1/17
JMM 1/17

GJP

GJP

PERMANENT BRIEFS OF THE PERSONNEL FILES OF SAs [] AND [] ARE ATTACHED.

b6

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 1/25/55

FROM : SAC, New York

PERSONAL AND CONFIDENTIAL

SUBJECT: DONALD E. MOORE, ASAC

Reference is made to the 60-day performance rating submitted on the above employee dated 11/23/54.

Since that time the writer has had daily occasion to observe Mr. Moore in the exercise of his duties as Security ASAC of the New York Office. Mr. Moore is intensely loyal to the Bureau, has an excellent knowledge of Bureau policy, has shown excellent judgment, and has clearly indicated executive and administrative ability of a high order. He is a most cooperative person, accepts responsibility without question, and his general attitude in facing a problem is not how best the problem could be avoided but how that problem can be solved to the Bureau's best interests.

Mr. Moore has a most difficult task in New York, yet has conducted himself and discharged his duties in an outstanding manner.

It is respectfully recommended that Mr. Moore be promoted to GS-15.

RECORDED
JAN 27 1955
FEB 1 1955

Memo to Mr. Tamm
2-2-55
ER/ke

RECORDED - 145

RECORD BECOMES

67-191804-169
SEARCHED
INDEXED
SERIALIZED
FILED
4 JAN 27 1955
FEDERAL BUREAU OF INVESTIGATION

JAN 27 3 02 PM '55

55 FEB 8 1955

JJK:HC

Copy 62

TO : MR. L. V. BOARDMAN

January 13, 1955

FROM : MR. A. H. BELMONT

SUBJECT: COMMUNIST PARTY, USA.
UNDERGROUND OPERATIONS
NEW YORK DIVISION
INTERNAL SECURITY -C
BUFILE 100-3-94-34

Re attached teletype from SAC, New York, dated 1/6/55, setting forth the results of a contact with an anonymous source relating to [redacted] Bronx, New York, a courier for the Communist Party underground. The anonymous source provided information which indicated that [redacted] had data in her possession concerning the "national sector" of the CP underground as well as approximately \$2,300 in cash and various cryptic notations for individuals active in the Communist underground apparently on a national level. The Director indicated that proper recognition should be given to the Agents responsible for this extremely valuable source. b6

SAC, New York, telephonically advised on 1/11/55 that SAs [redacted] and [redacted] were primarily responsible for the development of the anonymous source on [redacted] and recommended that they be considered for appropriate cash awards. By teletype of 1/12/55 SAC, New York further advised that due to the intensive efforts and direction given this case by SA [redacted] the New York Office was able to establish the location of his highly placed underground courier. He advised that SA [redacted] had a monthly overtime average for 4 months of his assignment to the New York underground squad of one hour twenty-three minutes. Although this amount is not excessive the superior accomplishments of SA [redacted] in this matter were attended by risks of personnel injury, physical hardship, and continued operation on this assignment over long and irregular hours.. The attached airtel dated 1/6/55 reflects that maximum security attended the activities of [redacted] and that the material in her possession was elaborately sealed in order to preserve its security. SAC, New York indicates that SA [redacted] successfully utilized special investigative skills during the course of the anonymous source assignment on [redacted] which made it possible to discreetly ascertain that she had the highly confidential underground material mentioned above. The New York teletype of 1/12/55 further reflects that SA [redacted] over a period of 18 months, has displayed outstanding resourcefulness and ingenuity in his work and is one of the dominant factors in the penetration of the CP underground on a national level. This superior accomplishment by SA [redacted] who has a monthly overtime average of one hour, forty-four minutes for the past 12 months during this assignment to the underground b6

ORIGINAL FILED IN

Attachments (2)

cc- Mr. Boardman
Mr. Belmont
Mr. Baumgardner
Administrative Division
Mr. Doyle

WFD:lad
(6)

55 FEB 7 1955

squad, was achieved at the risk of personal injury and physical hardship and continued duty over long and irregular hours. Additionally, SA [] intensive efforts were one of the key factors in locating the apartment used by [] in the actual development and contact of this valuable anonymous source. b6

SAC, New York, also recommended that Special Agent [] be commended for his outstanding work in connection with several of the surveillances which ultimately led to the New York hideout of [] Special Agent [] special technical skills were also utilized on 1/6/55, in the development of the anonymous source

Letters of commendation were also recommended for Special Agents [] who conducted highly successful surveillances of the Subject during December, 1954, since it was due to their outstanding surveillance ability that the New York Office, despite elaborate security precautions on the part of the subject, were successful in establishing Dodd's New York residence. b6 Special Agent [] was also recommended for a letter of commendation by SAC, New York, in view of his participation in the contact with the anonymous source on [] on 1/6/55, during which he was responsible for the photographing of the material located. SAC, New York, indicates that in regard to Special Agent [], that he did an extremely capable job in following this matter and that his participation in the development of this source was outstanding. Additional commendation is recommended by SAC, New York, for Supervisor [] who as a direct supervisor of responsibility of the CP, USA, Underground Operations, and the [] cases, has done an outstanding job in supervising these matters. Supervisor [] was in charge of the group that developed the highly confidential source on [] on 1/6/55, and did an outstanding job in this respect.

SAC, New York, further recommended that ASAC Donald E. Moore be favorably considered for a letter of commendation. He noted that ASAC Moore exercises close control and supervision over all phases of the investigation relating to the CP underground and has established adequate safeguards to insure that no situation develops in connection with these matters which might be embarrassing to the Bureau. ASAC Moore, according to SAC, New York, has proposed various original ideas concerning the carrying out of these underground assignments and has helped in the planning of the over-all coverage of CP underground activities in the New York area and specifically participated in the planning stages which led to the development of the anonymous source on [] SAC, New York, stated that ASAC Moore is, in a large part, responsible for the recent excellent progress of the New York Office in its investigation of the underground. b6

SAC, New York, also noted that certain other Agents performed excellent work in connection with the development of this anonymous source such as surveillance duties or other functions without which the development of the source would not have been possible. He recommended that a letter of commendation be sent to the New York Office covering the overall development of this source and a copy of the same be placed in the personnel files of the following Agents to reflect their participation in this assignment: [redacted]

[redacted] James F. Mitchell,
[redacted]

RECOMMENDATIONS:

b6

1. The Internal Security Section concurs with the recommendations of SAC, New York, concerning the development of this anonymous source which has provided excellent material concerning the CP underground. It is recommended that this memorandum be referred to the Administrative Division for consideration of an award in the amount of \$200 for Special Agent Scaturro and \$200 for Special Agent [redacted] each, as provided for in the new incentive award legislation.

2. It is further recommended that appropriate consideration be given for letters of commendation for the personnel so recommended by SAC, New York, and that a letter of commendation be directed to the New York Office covering the over-all development of this highly valuable anonymous source, in order that copies of the same may be placed in the personnel files of the Agents so indicated by SAC, New York.

17. RATING OF ORAL HEALTH		TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
CLINICAL EVALUATION		NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)	

NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)

(36) Moderate pes cavus, asymptomatic.

(30) Surgical scar along inguinal region at site of repair of pelvic injury, well healed, asymptomatic.

(38) There is no accentuated functional limitation although there is a slight pelvic tilt.

(Continue in item 75)

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES

47. SEROLOGY (Specify test used and result)

4 FEB 2 1955

1. AREA OF INVESTIGATION

~~16-62289-1~~

55 FEB 23 1955

MEASUREMENTS AND OTHER FINDINGS																																							
51. HEIGHT		52. WEIGHT		53. COLOR HAIR		54. COLOR EYES		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBSE <input type="checkbox"/>		56. TEMP.																													
57. BLOOD PRESSURE (Arm at heart level) 72/118						58. PULSE (Arm at heart level) 76																																	
SITTING SYS. DIAS.		RECU- BENT DIAS.		STANDING (3 min.) SYS. DIAS.		SITTING SYS. DIAS.		STANDING (3 min.) SYS. DIAS.		RECU- BENT DIAS.																													
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION																															
RIGHT 20/		CORR. TO 20/		BY		S.		CORR. TO		BY																													
LEFT 20/		CORR. TO 20/		BY		S.		CORR. TO		BY																													
62. METEOROPHORIA: (Specify distance) ES 20 EX 20 R. H. L. H. PRISM DIV. PRISM CONV. PC PD																																							
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)																															
RIGHT LEFT								UNCORRECTED																															
								CORRECTED																															
66. FIELD OF VISION				67. LIGHT VISION (Test used and score)				68. RED LENS																															
								69. INTRAOCULAR TENSION																															
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																											
				<table border="1"> <thead> <tr> <th></th> <th>250 800</th> <th>500 819</th> <th>1000 1044</th> <th>2000 2048</th> <th>3000 3098</th> <th>4000 4098</th> <th>8000 8198</th> </tr> </thead> <tbody> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>									250 800	500 819	1000 1044	2000 2048	3000 3098	4000 4098	8000 8198	RIGHT								LEFT											
	250 800	500 819	1000 1044	2000 2048	3000 3098	4000 4098	8000 8198																																
RIGHT																																							
LEFT																																							
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																							

1. Usual childhood diseases, no sequelae.
2. Wears glasses for reading.
3. Fracture of pelvis, right side at 17 yrs of age, open reduction accomplished, no residuals.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

- (44) Dental caries; requires one filling.
- (38) Moderate prominence of right hip, no functional limitation.
- (39) Surgical scar along right inguinal region, at site of repair of pelvic injury, no functional limitation.

75. RECOMMENDATIONS--FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

Notes

77. EXAMINEE (Check)

☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

76.	PHYSICAL PROFILE
-----	------------------

P	U	L	H	E	S

PHYSICAL CATEGORY

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF AT-
TACHED SHEETS

~~STUHR, KOELENZ, 1st I~~

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME-FIRST NAME-MIDDLE NAME MOORE, DONALD EDGAR			2. PLACE AND DATE OF EXAMINATION FIRST ARMY, 90 CHURCH ST. NYC 1/6/55		
3. DATE OF BIRTH 7/11/18	4. AGE IN YEARS LAST BIRTHDAY 36	5. IDENTIFICATION NO.	6. PURPOSE OF EXAMINATION ANNUAL		
7. SERVICE, DEPARTMENT, OR AGENCY FBI		8. COMPONENT AND BRANCH	9. ORGANIZATION	10. GRADE, RATING, OR POSITION	
11. SEX MALE	12. RACE WHITE	13. HOME ADDRESS (Street, or RFD number, city, zone, State) 692 HUNT LANE, MANHASSET, L.I., NEW YORK			
14. PLACE OF BIRTH OKETO, KANSAS			15. OTHER DATA		

FAMILY HISTORY	RELATION	AGE	STATE OF HEALTH	IF DEAD-CAUSE OF DEATH	AGE AT DEATH	17. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE.	
	FATHER		Dec.	Heart	63	CHECK YES NO	RELATION(S)
	MOTHER	72	GOOD			<input checked="" type="checkbox"/>	
	BROTHERS OR SISTERS	40 45	GOOD GOOD			<input checked="" type="checkbox"/>	
	WIFE OR HUSBAND	35	GOOD			<input checked="" type="checkbox"/>	
	CHILDREN	10, 2, 6 mos.	ALL GOOD			<input checked="" type="checkbox"/>	Brother
						<input checked="" type="checkbox"/>	

18. HAVE YOU EVER (Check yes or no):			
WORN GLASSES	CHECK YES NO	HAD A RUPTURE	CHECK YES NO
WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>
WORN HEARING AIDS	<input checked="" type="checkbox"/>	HAD FOOT TROUBLE	<input checked="" type="checkbox"/>
STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	LIVED WITH ANYONE WHO HAD TUBERCULOSIS	<input checked="" type="checkbox"/>

19. HAVE YOU EVER HAD OR HAVE YOU NOW (Check yes or no):			
SCARLET FEVER	CHECK YES NO	RUNNING EARS	CHECK YES NO
DIPHTHERIA	<input checked="" type="checkbox"/>	GOITER	<input checked="" type="checkbox"/>
RHEUMATIC FEVER	<input checked="" type="checkbox"/>	TUBERCULOSIS	<input checked="" type="checkbox"/>
MEASLES	<input checked="" type="checkbox"/>	ASTHMA	<input checked="" type="checkbox"/>
MUMPS	<input checked="" type="checkbox"/>	PNEUMONIA	<input checked="" type="checkbox"/>
CHICKEN POX	<input checked="" type="checkbox"/>	SHORTNESS OF BREATH	<input checked="" type="checkbox"/>
WHOOPING COUGH	<input checked="" type="checkbox"/>	PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>
FREQUENT OR SEVERE HEADACHES	<input checked="" type="checkbox"/>	CHRONIC COUGH	<input checked="" type="checkbox"/>
DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>	PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>
SEVERE EYE, EAR, NOSE, OR THROAT TROUBLE	<input checked="" type="checkbox"/>	HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>
CHRONIC OR VERY FREQUENT COLDS	<input checked="" type="checkbox"/>	FREQUENT OR SEVERE INDIGESTION	<input checked="" type="checkbox"/>
TRENCH MOUTH OR PYORRHEA	<input checked="" type="checkbox"/>	STOMACH, LIVER, OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>
SINUSITIS	<input checked="" type="checkbox"/>	GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>
MAY FEVER	<input checked="" type="checkbox"/>	JAUNDICE	<input checked="" type="checkbox"/>
		TUMOR, GROWTH CYST, CANCER	<input checked="" type="checkbox"/>
		APPENDICITIS	<input checked="" type="checkbox"/>
		PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>
		VERY FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>
		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>
		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>
		FEMALE DISORDERS	<input checked="" type="checkbox"/>
		VENEREAL DISEASE	<input checked="" type="checkbox"/>
		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>
		ARTHRITIS	<input checked="" type="checkbox"/>
		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>
		LAMENESS	<input checked="" type="checkbox"/>
		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>
		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>
		"TRICK" OR LOCKED KNEE	<input checked="" type="checkbox"/>
		NEURITIS	<input checked="" type="checkbox"/>
		PARALYSIS (Including infantile)	<input checked="" type="checkbox"/>
		EPILEPSY OR FITS	<input checked="" type="checkbox"/>
		CAR, TRAIN, SEA, OR AIR SICKNESS	<input checked="" type="checkbox"/>
		FREQUENT TROUBLE SLEEPING OR SLEEP WALKING	<input checked="" type="checkbox"/>
		FREQUENT OR TERRIFYING NIGHTMARES	<input checked="" type="checkbox"/>
		DEPRESSION	<input checked="" type="checkbox"/>
		LOSS OF MEMORY	<input checked="" type="checkbox"/>
		BED WETTING AFTER 6 YEARS OF AGE	<input checked="" type="checkbox"/>
		NERVOUS TROUBLE OF ANY SORT	<input checked="" type="checkbox"/>
		ANY DRUG OR NARCOTIC HABITS	<input checked="" type="checkbox"/>
		ALCOHOLISM	<input checked="" type="checkbox"/>

20. HAVE YOU HAD ILLNESSES OTHER THAN THOSE LISTED ABOVE? YES ☐ NO ☒ (If yes, describe and give age at which occurred)

21. HAVE YOU HAD ACCIDENTS OR INJURIES OTHER THAN THOSE LISTED ABOVE? YES ☒ NO ☐ (If yes, describe and give age at which occurred)

Broken Pelvis bone, age 17

22. HAVE YOU HAD OR HAVE YOU BEEN ADVISED TO HAVE ANY OPERATIONS? YES ☐ NO ☒ (If yes, describe and give age at which occurred)

23. HAVE YOU EVER BEEN A PATIENT IN A HOSPITAL? YES ☒ NO ☐ (If yes, specify when, where, and why)

See item 21

ENCLOSURE

62-191804-170

24. HAVE YOU EVER BEEN A PATIENT (COMMITTED OR VOLUNTARY) IN A MENTAL HOSPITAL? YES ☐ NO ☒ (If yes, specify when, where, and why)

25. HAVE YOU EVER BEEN INOCULATED AGAINST THE FOLLOWING (Check); IF YES, IN WHICH YEAR DID YOU RECEIVE THE LAST INOCULATION?

DISEASE	CHECK YES NO	YEAR	DISEASE	CHECK YES NO	YEAR	DISEASE	CHECK YES NO	YEAR	DISEASE	CHECK YES NO	YEAR
DIPHTHERIA	<input checked="" type="checkbox"/>		TYPHOID FEVER	<input checked="" type="checkbox"/>		ROCKY MOUNTAIN SPOTTED FEVER	<input checked="" type="checkbox"/>		YELLOW FEVER	<input checked="" type="checkbox"/>	
SMALLPOX	<input checked="" type="checkbox"/>		INFLUENZA	<input checked="" type="checkbox"/>		TYPHUS FEVER	<input checked="" type="checkbox"/>		PLAGUE	<input checked="" type="checkbox"/>	
TETANUS	<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		CHOLERA	<input checked="" type="checkbox"/>		JAPANESE B. ENCEPHALITIS	<input checked="" type="checkbox"/>	

26. OCCUPATIONAL HISTORY

ARE YOU RIGHT HANDED? ☒ LEFT HANDED? ☐

HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCES?	<input checked="" type="checkbox"/>
HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:	
SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.?	<input checked="" type="checkbox"/>
INABILITY TO PERFORM CERTAIN MOTIONS?	<input checked="" type="checkbox"/>
INABILITY TO ASSUME CERTAIN POSITIONS?	<input checked="" type="checkbox"/>
OTHER MEDICAL REASONS (If yes, give reason)	<input checked="" type="checkbox"/>

HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? YES ☐ NO ☒
IF YES, STATE REASON AND GIVE DETAILS.

HOW MANY JOBS HAVE YOU HAD IN THE PAST 5 YEARS? One

WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS

WHAT IS YOUR USUAL OCCUPATION? FBI - ADMINISTRATIVE

HAVE YOU EVER BEEN DISQUALIFIED FOR DUTY IN OR DISCHARGED FROM THE ARMED SERVICES FOR PHYSICAL OR MENTAL REASONS? YES ☐ NO ☒ IF YES, GIVE REASONS.

27. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR DISABILITY? YES ☐ NO ☒ IF YES, GIVE DETAILS AND SPECIFY AS FOLLOWS:

A. WHAT KIND?

B. GRANTED BY WHOM?

C. WHEN?

D. WHY?

28. HAVE YOU EVER CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? YES ☐ NO ☒ (Give details and reasons)

HAVE YOU TREATED YOURSELF FOR ILLNESSES? YES ☒ NO ☐ IF YES, WHICH ILLNESSES? Colds

29. HAVE YOU ANY PHYSICAL OR MENTAL COMPLAINTS AT PRESENT? YES ☐ NO ☒ IF YES, GIVE DETAILS AND DURATION.

30. I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

Donald E. Moore
(SIGNATURE OF EXAMINEE)

DONALD E. MOORE
(NAME TYPED OR PRINTED)

31. SUMMARY OF HISTORY (With elaboration of pertinent data) AND ADDITIONAL HISTORY (To be supplied only by physician or examiner)

(1) U C D, no sequelae
(2) Wears glasses for reading
(3) Fracture of pelvis, right side
at 7 yrs of age - open reduction
accomplished - no residuals.

32. SIGNATURE OF PHYSICIAN OR EXAMINER

NAME TYPED OR PRINTED

DATE

V.D. FRANK

4/6/55

ATTACHMENT TO STANDARD FORM 88
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (unless other
17	examination indi-
62	cates desirable)
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

DONALD EDGAR MOORE

The medical examiner should answer the following question:

Examinee 15 qualified for strenuous physical
(is or is not)
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

NO

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

V D Francis M.D.

(Signature of Medical Examiner)

6 JAN '55

(Date)

ENCLOSURE

67-191804-170

gm

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: February 2, 1955

FROM : J. P. MOHR

SUBJECT: DONALD EDGAR MOORE
 Assistant Special Agent in Charge (Security)
 New York Office
 REALLOCATION

Tolson _____
 Boardman _____
 Nichols _____
 Belmont _____
 Parsons _____
 Rosen _____
 Tamm _____
 Sizoo _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

ASAC Moore is presently in grade GS-14, \$9600 per annum, and is being considered for reallocation to grade GS-15, \$10,800 per annum, pursuant to a recommendation of SAC Kelly. It is to be noted that the other ASACs of the New York Office are presently in grade GS-15.

In his memorandum of January 25, 1955, SAC Kelly advised that he has had an opportunity to observe Mr. Moore daily in the exercise of his duties as Security ASAC of the New York Office. He said Mr. Moore is intensely loyal to the Bureau, has an excellent knowledge of Bureau policy, has shown excellent judgment, and has clearly indicated executive and administrative ability of a high order. He is cooperative, accepts responsibility without question, and does not hesitate to face difficult problems. He said Mr. Moore had conducted himself and discharged his duties in an outstanding manner.

The attached permanent brief of Mr. Moore's file reflects that he entered on duty as a Special Agent March 10, 1941. He is 36 years of age, married, and has three children. He has a Bachelor of Arts Degree and has attended law school. His offices of preference are Denver and Portland. He has served in a number of field divisions as a Special Agent and at the Seat of Government as a Supervisor in the Domestic Intelligence Division. He was designated ASAC of the Detroit Office December 6, 1951, and ASAC of security matters of the New York Office September 23, 1954.

You will recall that Mr. Moore experienced some difficulty in administering the affairs of the Detroit Division in 1953. Specifically he was placed on probation December 31, 1952, due to his improper handling of an investigative matter. He was continued on probation because of a number of weaknesses noted during the inspection of the Detroit Office in January, 1953, and again after the Detroit inspection in May, 1953. He was removed from probation September 11, 1953, after an inspection of the Detroit Division in August, 1953, proved to be very satisfactory. The Inspector pointed out that it became apparent during the last

Attachment

RECORDED-144

67-191804 - 171

Searched _____
 Numbered 138

2 FEB 1955

FEDERAL BUREAU OF INVESTIGATION

148
 55 FEB 10 1955

inspection that Mr. Moore had not received the proper training from SAC Scheidt. He said that Mr. Moore had shown marked improvement since then and had applied himself most effectively to the various office functions. He was responsible to a large degree for the increase in statistical accomplishments in the Detroit Division and for the improvement noted in the criminal informant program.

No administrative action has been taken against Mr. Moore with the exception of that mentioned above; however, since September 22, 1953, he has been commended on five occasions.

RECOMMENDATION

I have been advised that the New York Office is due for an early inspection and I recommend that no action be taken to reallocate Mr. Moore at this time but that he be reconsidered after the inspection.

I agree
7/3

[Signature]

I agree
7/3

I concur
A.

February 28, 1955

PERSONAL AND CONFIDENTIAL

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

It has come to the attention of the Bureau that two agents serving under your supervision recently handled two informants in a most inadequate fashion. Specifically, these two agents, who were assigned to handle the contacts with two individuals in a position to furnish valuable information pertaining to the Communist Party in the general area of New York City, failed to impress upon these two individuals the fact that they should furnish only information of a factual nature inasmuch as these people invented a story pertaining to Harvey Matusow which if acted upon could have resulted in serious embarrassment to the Bureau.

Inasmuch as you had the over-all responsibility for the two agents involved it was your responsibility to see to it that these informants were thoroughly indoctrinated. It is evident judging from the actions of these informants that you did not properly discharge this responsibility, and it will be incumbent upon you in the future to see that there is no recurrence of such a situation.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

DCU'ggs 37-
(5)

CC: SAC, New York (Personal Attention)
SOG New York Field Office File

COMM - FBI

MAILED 20

MAR 3 1955

67-191804-172

4 MAR 1955

RECEIVED READING ROOM
FBI
MAR 28 6 38 PM '55

March 21, 1955

MEMORANDUM FOR MR. TOLSON

Today I saw Assistant Special Agent in Charge Donald E. Moore of the New York Field Division. Mr. Moore makes an excellent personal appearance, seems to be enthusiastic about his work, and to have a good grasp of the responsibilities of his position, and I would rate him above average.

I discussed with him my concern about the thirty-nine per cent delinquency in the security work in the New York Office; the excessive amount of time which the Agents on the Security Squad are spending in the New York headquarters; the necessity for better indoctrination and more careful screening of informants in security work; and the imperative necessity for a greater degree of accuracy in our output - typographically, in form, and in substance. I also discussed with him the care which should be exercised in adding names to the Security Index.

Very truly yours,

J. E. H.

John Edgar Hoover
Director

RECORDED 147

67-191804-173
21

5 MAR 25 1955

SENT FROM D. O.	
TIME	5:36 P
DATE	3.21.55
BY	RLW

[Signature]

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

JEH:mpd

55 MAR 25 1955

SAC, New York

March 9, 1955

Director, FBI

~~ATTORNEY AND CONFIDENTIAL~~

**One-Day Conference
Communist Underground Matters**


You should instruct the following Agents to report to Room 1749, Department of Justice Building, 9th and Pennsylvania Avenue, Washington, D. C., at 9 A. M., on 3/31/55, for a One-day Conference, Communist Underground Matters:

(Donald E. Moore (A340))



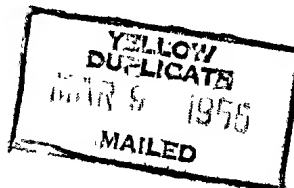
b6

CC - Mr. Belmont

Mr. Harbo (SA  reported for Security In-Service Training 3-7-55.)

Based on memo from Mr. Baumgardner to Mr. Belmont dated 3/1/55, captioned "Communist Fugitives Internal Security-C Bufile 100-3-98."

ERC:jae
12



13
15 MAR 18 1955

ORIGINAL FILED IN

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman

DATE: February 15, 1955

FROM : Mr. A. H. Belmont

SUBJECT: [REDACTED]

FORMER NEW YORK SECURITY INFORMANTS

SYNOPSIS:

This memorandum reviews development of [REDACTED] informants and furnishes information concerning corroboration of their material by the New York Office. [REDACTED] has admitted falsifying a story to the effect that Matusow had a conference with Communist Party officials in 1951-1952 wherein he agreed to recant testimony at a later date.

[REDACTED] contacted the New York Office September 27, 1954, and subsequently advised he was a member of Furriers Joint Council and had been associated with Communist Party for past eight years, joined Communist Party in Spring of 1946, had never resigned and was member of International Fur and Leather Workers Union (IFLWU) "strong arm men" until 10 or 11 months previous. Furnished information re Communist infiltration of IFLWU and stated his home had been utilized for top level Communist Party meetings at least 10 times. Identified Communist Party functionaries and stated he had acted as bodyguard in past for James Jackson and Henry Winston. Bulet October 8, 1954, authorized New York to continue contacts with [REDACTED] as security informant, instructed New York to follow Manual of Instructions as it pertains to security informants and to follow [REDACTED] development closely in view of excellent potentialities.

New York letter October 18, 1954, furnished details of previous contact with [REDACTED] description of informant, information concerning past Communist Party activity including activities of [REDACTED] for Paul Robeson in Peekskill riots and 1953 contact with Irving Goff, Communist Party underground leader. New York letter October 29, 1954, stated credit and criminal records were negative of derogatory information concerning [REDACTED]

FBI identification

cc - Mr. Boardman
Mr. Belmont
Mr. Baumgardner
Mr. McInturff

GFM:bh:jdd

(5)

Attachments (5)

55 MAR 17 1955

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Wick _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

b6
b7Db6
b7D

RECEIVED - WOHU

record showed two minor traffic violations. New York furnished information concerning activities of informant to reactivate himself in Communist Party and requested authority to pay up to \$100 per month plus up to \$25 per month expenses. Bulet November 3, 1954, authorized these payments for an initial period of 3 months, advised New York to be certain of an adequate return for payment to [] and to attempt to verify information furnished by him through independent sources

[] Butel November 12, 1954, authorized interview of [] and [] under secure conditions inasmuch as [] had indicated [] desire to cooperate. New York letter November 29, 1954, furnished results of this contact and background information concerning []. New York letter January 7, 1955, advised that [] had been reactivated in the Communist Party and had been assigned symbol []. Bulet January 14, 1955, authorized contact with [] on monthly basis due to security factors.

New York letter January 20, 1955, advised [] had made good progress towards again becoming active in the Communist Party, and had participated in reactivation of [] in Communist Party in Brooklyn on January 4, 1955. Informant had reduced income obtained through home work in order to assist Bureau and New York requested authority to continue payments to informant. This was approved by Bureau January 26, 1955, and New York notified.

New York has reviewed the information furnished by these informants. Where possible and susceptible to check, information furnished by them was verified and found accurate. [] has furnished 28 items of information concerning the IFLWU and 25 have been corroborated. These two informants have furnished information concerning 104 individuals. All files have been reviewed. Information was corroborated in 91 instances. Of 45 items of intelligence nature, 30 items have been corroborated. Fifteen items have not been corroborated but have not been proved inaccurate.

OBSERVATIONS:

Both of these informants undoubtedly had great potentialities and there does not appear to be anything in their backgrounds which would preclude their use as informants. New York was, moreover, alert in pinning [] down as promptly as possible concerning his story about his previous meeting with Matusow and quickly obtained an admission from him

(3) It is recommended that ASAC Donald E. X Moore of the New York Office be censured for not seeing to it that these informants were thoroughly indoctrinated. The Agents handling these two informants were under ASAC Moore's supervision.

(4) It is recommended that SAC Kelly of the New York Office be censured for not seeing to it that the above two Special Agents thoroughly indoctrinated these two informants. If you approve, this memorandum should be routed to the Administrative Division.

ADDENDUM OF THE ADMINISTRATIVE DIVISION: (JIC'ggs) (2/17/55) (3)

With respect to the false information supplied by informant [redacted] it is noted that on 2/4/55 [redacted] upon interview told the story that Harvey Matusow attended a meeting with Communist functionaries in [redacted] home in 1951 or 1952 at which time, according to [redacted] Matusow was paid the sum of \$2500 and promised a later payment of \$7500 if he would testify as a Government witness during

the trial of 13 Communist leaders in New York City and later at the direction of the Communist Party recant his testimony. [redacted] upon interview partially corroborated [redacted] story but on the following day during an extensive interview by Bureau Agents [redacted] broke down and admitted that his account of the reported agreement between Matusow and the Communist Party functionaries was a fabrication. Both [redacted] and [redacted] were immediately discontinued as Bureau informants.

put
The attached memorandum reflects that [redacted] was first developed as an informant of the New York Office in September, 1954, and at his suggestion [redacted] was thereafter reactivated in the Communist Party as a Bureau informant. The information furnished by [redacted] has been reviewed and ^{verified} where possible to check it out. ^{b6} ^{b7D} All other information furnished by them has been verified and found accurate. As a result of the alertness to suspect that [redacted] story was too good to be true, his admission of its falsity was obtained within 24 hours and no embarrassment to the Bureau has resulted.

The Domestic Intelligence Division has recommended that the agents and supervisory personnel in the New York Office connected with the handling of [redacted] as informants all be censured for failing to properly indoctrinate these informants to the necessity of furnishing the Bureau with true facts only.

RECOMMENDATIONS OF THE ADMINISTRATIVE DIVISION:

In view of the comparatively short time these informants had been utilized together with the fact that their false story was promptly uncovered without embarrassment to the Bureau it is recommended: (1) that a letter be directed to SAC Kelly instructing him to impress upon the agents and supervisors dealing with informants the imperative need of indoctrinating informants properly and controlling them so that the Bureau will not be embarrassed by false information.

(2) It is recommended that no further administrative action be taken in this matter.

*I agree with
Domestic Intelligence
Division Recommendation
- JES*

PERMANENT BRIEFS OF THE PERSONNEL FILES OF SAs PETERSON, [REDACTED]
CONNELL AND ASAC MOORE ARE ATTACHED.

b6

DETAILS:

This memorandum is prepared in accordance with your request that we check the background as to the development of these informants. [redacted] was the informant who furnished the story concerning a plot between Harvey Matusow and Communist Party functionaries in 1951 or 1952 whereby Matusow was to recant at a later date his testimony for the Government. [redacted] later admitted that his story was false.

b6
b7D

The Bureau's file on [redacted] shows that he contacted the New York Office on September 27, 1954. He was interviewed in person in downtown New York City September 29, 1954, per mutual agreement. He advised that he was a member of the [redacted]

[redacted] He stated that for the past eight years he had been associated with the Communist Party both within and without the union. He stated that he had begun to disagree with the Communists and felt he wanted to discuss the matter with the FBI. He expressed a desire to be of assistance to the FBI. [redacted] was informed of the Bureau's policy regarding labor-management relations and an appointment was made to meet him on October 5, 1954. Precaution was taken to eliminate the possibility of [redacted] being a plant and New York airtel September 30, 1954, reporting these contacts stated that continued precautions would be taken along this line.

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[redacted] recontacted the New York Office on October 1, 1954, and stated that he would be unable to keep his appointment on October 5, 1954, but agreed to a contact on that date. He was interviewed in a Bureau car. He admitted joining the Communist Party in the Spring of 1946 and stated he had never resigned. He advised that he was [redacted]

[redacted] but lost faith with the Communist Party when [redacted]

[redacted] furnished information concerning Communist infiltration of [redacted] and stated that [redacted]

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b7D

[redacted], the last of which was about [redacted] identified four Communist Party functionaries as being present at these meetings and stated that the Central Committee, Communist Party, Brooklyn, continued to inquire if his home was available for meetings. [redacted] further stated that he had [redacted] in the past for top Communist Party functionaries including [redacted]

[redacted] He also stated he had [redacted]
[redacted] at Communist Party headquarters [redacted]
[redacted] New York airtel of
October 4, 1954, reporting this contact, assigned symbol number
[redacted] to [redacted] to protect his identity. Bulet October 8,
1954, authorized New York to continue contact with [redacted] as a
security informant, instructed New York to follow the Manual of
Instructions as it pertains to the development of the security
informants and instructed New York to conduct additional back-
ground investigation concerning [redacted] It was pointed out
that [redacted] appeared to have excellent potentialities as an
informant and New York was instructed to develop fully these
potentialities.

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New York letter of October 18, 1954, set forth details
concerning the contacts with [redacted] on September 29, October 1
and 6, 1954. This letter stated that [redacted] had been advised at
the outset of the initial interview regarding the Bureau's policy
concerning labor-management relations. It was further stated
that care was exercised in contacting [redacted] to make sure he was
not a plant. This letter contained a complete description of
[redacted] as well as background information concerning his activities
in the Communist Party. It was stated that in addition to infor-
mation previously furnished, [redacted] had advised that during the
Peekskill riot in September, 1949, he had [redacted]

b6
b7D

[redacted] This letter further stated that [redacted] had
been requested to take a Communist Party assignment in upstate
New York by Irving Goff, Communist Party underground leader which
[redacted] declined inasmuch as [redacted] This
letter further stated that background investigation was being
conducted and that [redacted] had been cautioned to maintain his
relations with the Bureau in strict confidence and not to consider
himself a Bureau employee.

New York letter October 29, 1954, stated that a check of
the Greater New York Credit Bureau records and New York City Police
Department records reflected no derogatory information concerning
[redacted] Records of the Identification Division had been checked
and it had been ascertained that [redacted] had had two minor traffic
violations, disposed of by payment of fines. [redacted] record
was checked at Garden City, New York, and this record verified
information concerning [redacted] date and place of birth. [redacted]

b6
b7D

[redacted] record
reflected that he was [redacted] and
was given [redacted]
sentence was not imposed. This letter furnished additional

information provided by [] and set forth steps being taken by him to reactivate himself in the Communist movement. This letter pointed out that the check of agencies, criminal records, and informants had served to verify that the information supplied by [] regarding himself and his activities is reliable. It was pointed out by New York that [] is of above average intelligence, formerly associated with National Communist Party functionaries and had an excellent potentiality to again become active in the Communist Party. It was further stated that the chances of both informant and [] to reactivate themselves into the Party appeared good and New York recommended payment to informant not to exceed \$100 per month plus actual expenses incurred not to exceed \$25 per month. Bulet November 3, 1954, authorized these payments to [] for an initial period of three months effective November 1, 1954. New York was instructed to follow [] activity carefully to be certain of an adequate return for payments made to him. New York was cautioned to attempt to verify information supplied by [] through independent sources available to the New York Office. b6 b7D

New York by airtel of November 10, 1954, advised that [] had stated [] wished to cooperate with the Bureau. Arrangements were made to meet [] and [] in a private hotel room on November 12, 1954. Butel November 12, 1954, authorized this interview of [] and [] under secure conditions. New York letter November 29, 1954, furnished the results of this interview together with background information concerning [] including information concerning her past Communist Party activity. New York letter January 7, 1955, advised that [] had been reactivated in the Communist Party and was being assigned symbol number []. New York advised, however, that it would be necessary to contact [] in a private hotel room during evening hours inasmuch as it would be difficult for [] at any other time. New York b6 b7D stated that contacts would be limited to once a month in view of this. Bureau letter January 14, 1955, advised that these arrangements were satisfactory provided every effort was made to obtain all information in her possession and provided two Agents were used to contact her. New York was instructed to closely supervise this informant's development in view of her apparent potentialities.

New York letter of January 19, 1955, stated that [] had advised the contacting Agents that he felt he was progressing satisfactorily and was certain that it would be but a short time until he was again taken back into [] of the Communist Party. [] pointed out that [] described as a strong b6 b7D

anti-Communist, had always objected to informant's membership in the Communist Party and was becoming suspicious of [redacted] recent activities. [redacted] was correctly advised by the contacting Agents that his relationship with the Bureau had to be treated with utmost confidence and [redacted] stated he realized it was not possible for him to tell [redacted] of his relationship with the FBI.

New York letter January 20, 1955, advised that [redacted] had been contacted at least weekly and had exhibited sincere enthusiasm in his efforts to aid the Bureau. New York further advised that he had not only taken steps to become active in the [redacted] but had indicated that he was well on his way towards being taken back into the Communist Party. He had furnished valuable information concerning the [redacted], secret top functionary meetings of the Communist Party National Committee and had identified over 65 Communist Party members in the [redacted]. He had furnished photographs of certain individuals as well as identifying previously unidentified individuals who marched in the 1951 May Day parade in New York City. It was pointed out that he had participated in the reactivation of [redacted] into the Communist Party on January 4, 1955. New York pointed out that informant had voluntarily [redacted] b6
b7D

[redacted] New York requested authority to continue payments to the informant at the same rate. This was approved by Bureau January 26, 1955, and New York notified.

New York has advised that the files of that office have been reviewed concerning the information previously furnished by these informants. New York states that where possible and susceptible to check the information furnished by the informants was verified and found to be accurate. Specifically, the background information furnished by the informants was checked and these checks indicated that these informants were giving accurate information concerning their background. As noted earlier in this memorandum, these informants reported [redacted]

[redacted] This has not been directly corroborated; however, it has not been disproved and information concerning one of the persons involved in these meetings has been verified as substantially correct insofar as New York has been able to check into this phase of the underground operation. It is to be noted, however, that this information is not particularly susceptible to [redacted] corroboration. Concerning [redacted] activities, [redacted] has furnished 28 items of information. Twenty-five of these have proved to be accurate and New York is continuing investigation to seek to corroborate the other 3 items. b6
b7D

These two informants have furnished information concerning 104 individuals. All of these files have been reviewed. The information furnished by these informants was found to be corroborated in 91 instances. In the remaining 13 instances where information was not corroborated, it is to be noted that 12 new cases have been opened concerning the informants' reports and these investigations will tend to either corroborate or disprove the information furnished. Of 45 items of an intelligence nature furnished by these informants, 30 items have been corroborated or substantially corroborated from other sources. Fifteen items have not been corroborated but, on the other hand, there has been no information located to show that these items were not accurate.

b6
b7D

In addition, [] has correctly identified many photographs of individuals, indicating he had definite knowledge of those persons on whom he has furnished information.

[Handwritten signature]

March 17, 1955

Personal and Confidential

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

I am highly pleased with your excellent services while assigned to the Detroit Office in connection with the investigation of the Theft from Interstate Shipmont case involving Nathan Pluestein, and others, and I wish to take this opportunity to express my appreciation.

The intelligent, thorough manner in which you planned and directed the successful apprehension of [redacted] a supposedly armed and dangerous subject, is indeed noteworthy. The high calibre of your performance certainly merits commendation.

Sincerely yours,

J. Edgar Hoover

cc: SAC, New York (Personal Attention)
SAC, Detroit (Personal Attention) - For Information

LRH:rk
87-19104
(5)

RECORDED - 138

67-19104-774

Searched

March

Based on memo from SAC, Detroit, dated 3/11/55 captioned [redacted] ET AL, TFIS, CONSPIRACY, MISPRISONMENT OF A FELONY.

14 APR 1 1955

ASAC Moore transferred to New York Division 3/23/55 per Movement.

COMM - FBI

MAR 18 1955

MAILED 28

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

55 APR 5 1955

[Handwritten signatures and initials]

SAC, NEW YORK

April 11, 1955

Director, FBI

PERSONAL ATTENTION

DONALD E. MOORE
 Assistant Special Agent in Charge
 Physical Condition

- () Rebulet _____.
- () Reurlet _____.
- (X) Re Physical Examination 1-6-55.
- () Advise Bureau of present weight without clothing.
- (X) Advise Bureau if dental work has been completed.
- () Advise Bureau if vision has been corrected to 20/20.
- () Advise Bureau re physical condition.
- () Advise Bureau condition of _____.
- () Submit results of chest X ray immediately.
- () Submit statement from doctor advising if Agent is qualified for strenuous physical exertion and the use of firearms.
- () Submit Bureau of Employees' Compensation forms.

Tolson _____
 Boardman _____
 Nichols _____
 Belmont _____
 Harbo _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Sizoo _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

WBH/mrw
 (2)

RECORDED-148

MAILED 8

APR 11 1955

COMM-FBI

REPLY: ATTENTION PERSONNEL SECTION

26 APR 14 1955

61-155124-175
Searched
Indexed
9 APR 12 1955
FEDERAL BUREAU OF INVESTIGATION

Director, FBI (15-31473)

3/11/55

SAC, Detroit (15-3137)

PERSONAL AND CONFIDENTIAL

[REDACTED] ET AL
TFIS, CONSPIRACY,
MISPRISONMENT OF A FELONY

b6

DONALD E. MOORE

This investigation was instituted by Agents of the Detroit Office on 4/1/54 upon receipt of information from Terminal Manager of the Daniels Motor Freight Company. He advised that Daniels Motor Freight trailer No. 172 was transporting a shipment of hydrogen reduced tungsten metal powder from Sylvania Electric Products, Inc., Towanda, Pennsylvania, to the Allegheny Luminum Corporation, 1530 Jarvis Avenue, Ferndale, Michigan, and that a shipment of tungsten was stolen from instant trailer valued at approximately \$46,800. He further stated that the shipment arrived in Detroit, Michigan over the weekend of 3/27/54 and was supposed to have been delivered in Detroit 3/29/54.

Immediate investigation was instituted and a thorough search of trailer No. 172 was made by SAs JAMES L. SHAMMAN, [REDACTED] and [REDACTED] which reflected a small deposit of tungsten on the tailgate of the trailer. Interrogation of the driver, who delivered the remainder of the shipment, revealed that he had observed a film of black powder on the floor of the trailer while delivering the other portion of the load. This search and interrogation lead Agents to believe that the shipment had arrived in the Detroit area. b6

Nation-wide publicity through trade journals of the metal industries proved to be of invaluable aid. The Baltimore Office of the FBI received a call from a metals dealer in Baltimore, stating that he was offered a similar shipment from an apparently respectable Detroit metals dealer and he was negotiating for its purchase when he became aware of the FBI's interest in this type of material. SA [REDACTED] of the Baltimore Division, performed outstanding exemplary work in obtaining the metals dealer's full cooperation with the FBI. Through his cooperation it was learned that the Detroit metals dealer was [REDACTED] b6 a part owner of the Great Lakes Smelting Company. It was also learned that one [REDACTED] a Detroit paper dealer, was attempting to sell the tungsten with [REDACTED]

FBI:ELI
(26)

1cc: Baltimore (P & C)
New York (P & C)

60
89 APR 8 1955

ORIGINAL FILED IN 67-526-2230

Letter to Director, FBI

[redacted] ET AL
FIS, CONSPIRACY,
IMPRISONMENT OF A FELONY

EA [redacted] displayed outstanding investigative ability in the identification of [redacted] as the individual, who picked up the contract for the sale of tungsten from the Baltimore metals dealer and also the individual who picked up the telegram, confirming the telephone conversation of the pending purchase of tungsten, from [redacted]

EA JAMES L. SHANAHAN performed outstanding initiative and investigation in securing the confidential cooperation of the Arson Squad of the Detroit Fire Department, who aided in the initial location of the stolen merchandise.

EA [redacted] displayed outstanding imagination and investigative technique in the manner in which he and EA [redacted] searched a truck used by Subject [redacted], which lead to the discovery of material which was identified by the FBI Laboratory as particles of tungsten and eventually lead to the arrest of Subject [redacted] for having knowledge of the theft.

EAs L. GEORGE MILNES, [redacted] and [redacted] displayed aggressiveness and thoroughness in the expeditious interview of individuals at the Great Lakes Smelting Company, which lead to the recovery of the merchandise and the inclusion of other Subjects.

EAs MARCEL C. PHILLIPS, [redacted] and JAMES L. SHANAHAN performed excellent work in the discovery of the stolen tungsten and its eventual total recovery at the Acme Bank Company in the Detroit area.

EAs MARCEL C. PHILLIPS and RICHARD F. MC CARTHY performed outstanding service in securing information from [redacted] potential criminal informant, [redacted] which lead to the apprehension of [redacted] a fugitive in this matter, by Bureau Agents on 7/12/54. The apprehension of [redacted] who was supposedly armed and dangerous, was accomplished through the intelligence, thorough planning and direction of ASAC DONALD E. MOORE.

EA JAMES O. LANE displayed outstanding ability in the interrogation of [redacted] which caused [redacted] to enter a plea of guilty.

The investigation in this case was originally supervised at its inception by EA [redacted] to whom the case was assigned. His evaluation of the evidence was so complete that it caused the Subjects to plead guilty rather than stand trial and lead to their successful prosecution.

Letter to Director, FBI

[REDACTED] ET AL^{b6}
FIS, CONSPIRACY,
KIDNAPING OF A YELON

This case was closely supervised and personally handled in a consultative manner from its inception by SA [REDACTED] who at that time was the Supervisor of the criminal squad handling this case.

Through the intelligent, aggressive investigation performed by the above mentioned Agents and the collection of overwhelming evidence, the following individuals plead guilty before trial.

Subject [REDACTED] plead guilty to three counts, which named him in the indictment of theft, possession and conspiracy of interstate shipment in violation of two counts of Title 18, Section 659, and one count of Title 18, Section 371, USC. He is presently awaiting sentence. ^{b6}

Subject [REDACTED] plead guilty to an information charging violation of Title 18, Section 659, USC, and was sentenced to three years custody of the Attorney General and fined \$5,000.

Subject [REDACTED] plead guilty to Title 18, Section 371, USC, and was sentenced to five years custody of the Attorney General to run concurrently with a State of Michigan sentence he is serving from 12 1/2 to 15 years for burglary.

Subject [REDACTED] who plead guilty before the government rested its case on 10/27/94 to violation of Title 18, Section 371, USC, conspiracy, was sentenced to four and one half years in custody of the Attorney General.

Subject [REDACTED] plead guilty to count three in the indictment charging violation of Title 18, Section 659 and Section 2A, USC, possessing and receiving goods stolen in interstate commerce and aiding and abetting. Subject [REDACTED] was sentenced to custody of the Attorney General for one year, suspended for two years and placed on two years probation and fined \$1,000. to be paid within 30 days of sentence. ^{b6}

[REDACTED] plead guilty to count two in the indictment charging violation of Title 18, Sections 659 and 2A, USC, charging receiving and possessing goods stolen from interstate commerce and aiding and abetting. Subject [REDACTED] received a sentence of one year custody of the Attorney General, suspended for two years, placed on two years probation and fined \$1,000. to be paid within 10 days of sentence.

Letter to Director, FBI

[REDACTED] ET AL
SP13, CONSPIRACY,
MISFEASANCE OF A FELONY

b6

In view of the excellent investigative work in this case, I recom-
mend letters of commendation for SAs [REDACTED] JAMES O. LAM, [REDACTED]
[REDACTED] L. GEORGE MILERS, [REDACTED]
[REDACTED] MARCEL C. PHILLIPS, JAMES L. EMMETT and [REDACTED] of Detroit;
SA [REDACTED] of the Baltimore Division, and AGENT DONALD W. MOORE was
assigned to the New York Division.

b6

April 11, 1955

PERSONAL AND CONFIDENTIAL

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

The Bureau has recently noted an instance of inadequate performance on your part in regard to the Security Matter case involving [REDACTED] Specifically, with your concurrence the New York Office submitted a letter under date of February 28, 1955, which did not contain sufficient explanation and recommendations covering administrative action relative to a certain deficiency in the New York report dated June 19, 1953. b6

It is evident that you did not afford this matter the careful supervision that is required of an Assistant Special Agent in Charge. Hereafter, you will be expected to perform your duties with greater thoroughness in order that it will not be necessary for the Bureau to point out to you again such a shortcoming on your part.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

COMM - FBI
APR 12 1955
MAILED 28

cc: SAC, New York (Personal Attention)
SOG New York, Field Office File

Note: Based on memo from R. T. Harbo to Mr. Tolson dated 3-23-55, HVP:jla.

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

26 APR 19 1955

RECEIVED
APR 12 1955
FEDERAL BUREAU OF INVESTIGATION
100-804-176
APR 13 1955

3/23/55

Mr. Tolson

R. T. Harbo

[redacted] was
SECURITY MATTER - C
Bufile 100-402769

b6

SYNOPSIS

BACKGROUND: Summary report of SA Victor Carrelli, New York, 6/19/53, with copy designated for the Immigration and Naturalization Service, New York, set forth the following information in page 2, paragraph 3, under caption of "Marital Status":

"The records of Confidential Informant T-2, of known reliability, an agency which maintains background information on individuals, reflected that [redacted] was married at Danbury, Connecticut, on [redacted]. The records listed his wife as [redacted] and further reflected that in 1942 [redacted] had a daughter, [redacted] and that he had contributed to the support of [redacted] and his wife since 1932." (No explanation was included reconciling marriage in 1941 with contributing to support of wife and daughter since 1932.) Informant page identified T-2 as "Selective Service Records - 1942 registration of subject's husband." b6

New York letter to Bureau 2/4/55 advised that 0-17 (Error Form) received from Bureau 1/20/55 instructed that on page 2, paragraph 3, line 8, of referenced report, "1932" was being changed to "1942" and that New York Office should change its copies. Said New York letter pointed out that "1932" is correct date and that an amended page 2 was being submitted to clarify wording of paragraph 3.

Attachments

cc - Mr. Boardman
Mr. Belmont
Mr. Mohr
Mr. Nichols

SOG Personnel Files:

SA Victor Carrelli

SA [redacted]

SA [redacted]

SA [redacted]

SA [redacted]

SOG Personnel Files:

ASAC A. J. Marchessault

ASAC D. E. Moore

SAC J. J. Kelly

SA William Johnson

SA [redacted]

Section Chief F. J. Baumgardner

Inspector V. P. Keay

Assistant Dir. A. H. Belmont

SOG Files - New York Division

Domestic Intelligence Div.

b6

HVP:jla
(24)

52 APR 15 1955

71-201-10030-109

New York routing slip to Bureau 2/2/55 transmitted said amended page. Paragraph in question was changed therein to read:

"The records of T-2, another government agency that maintains personnel type records, reflect that [redacted] was married at Danbury, Connecticut, on [redacted] to [redacted] and further reflected that [redacted] was the father of a daughter, [redacted] and that he had contributed to the support of [redacted] and [redacted] mother since 1932. These records do not reflect the maiden name of [redacted] nor do they disclose the identity of [redacted] mother."

b6

GOVERNING INSTRUCTIONS: SAC Letter 54-23, 5/4/54, provides "In the future all errors to be corrected in reports after they have been forwarded to the Bureau must be submitted by cover letter containing an explanation for the error, together with two copies of any corrections to be made on reports previously disseminated." Section 4A 1 j, Manual of Rules and Regulations, provides, "Amended pages of reports are to be submitted to the Bureau by cover letter. The cover letter must contain an explanation for the error, recommendations for any administrative action, if necessary, together with two copies of the amended pages of reports."

EXPLANATIONS REQUESTED: Bureau letter 2/23/55, to New York, copy to Mr. Belmont, prepared in connection with a survey conducted by Inspector H. C. Van Pelt covering such errors, called attention to foregoing instructions and requested field and SOG explanations.

FIELD EXPLANATIONS: ASAC D. E. Moore, New York, telephonically informed Inspector Van Pelt 3/10/55 that: SA Carrelli explained his report of 6/19/53 was originally written to convey thought that subject "in 1942" had a daughter whom he had been supporting since 1932. When he proofread said report, it seemed to convey that idea. SA Carrelli now feels it could be misinterpreted, and should have been originally worded so there could be no doubt as to its meaning. He regrets it happened and will insure that his reports in future measure up to Bureau standards as to clarity and accuracy.

ASAC Moore also informed Inspector Van Pelt that: Relief Supervisor [redacted] who approved Agent Carrelli's report 6/19/53, explained he thought its phraseology was clear at the time, but upon further review of said report, he now feels paragraph in question was not clearly expressed and could be misinterpreted.

b6

ASAC Moore further informed Inspector Van Pelt 3/11/55 that: SA [] prepared New York's memorandum to Bureau 2/4/55 advising that "1932" is correct date for page 2, paragraph 3, line 8, of SA Carrelli's report and that amended page was being submitted. Said memorandum was approved by Supervisor []. Both SA [] and Supervisor [] stated they thought explanation that "1932 is the correct date" and that "New York is submitting amended page 2 to clarify the wording of page 2" was sufficient.

New York letter 2/28/55 advised that (1) inasmuch as "1932" is the correct date, New York had not made change to "1942" in SA Carrelli's report, as instructed per 0-17 Form received from Bureau 1/20/55; (2) paragraph was rewritten to clearly reflect that "1932" is the correct date so there could be no question about it; and (3) since there was no error involved in said report, no administrative action was recommended. Said letter was prepared by Supervisor []

b6

ASAC Moore advised Inspector Van Pelt 3/11/55 that instant letter was approved by ASAC A. J. Marchessault, after conferring with him (ASAC Moore) and SAC J. J. Kelly. ASAC Moore explained that he and Supervisor Miller, ASAC Marchessault and SAC Kelly each felt at the time that sufficient explanation had been provided, but in their subsequent analysis of the matter they felt that further explanation should be furnished Bureau.*

STATUS OF SOG FILE: Bureau file contains only 1 out of 5 copies of SA Carrelli's report designated for SOG, and Records Section has been unable to locate the 4 missing copies. File does not reflect any disposition of said 4 copies, including the original. The latter is the one usually bearing the time and routing stamps and initials reflecting handling and approval for filing. Because copies of subsequent investigative reports received show that copies of these latter reports were disseminated to the Immigration and Naturalization Service and to Records Administration Branch of the Department of Justice, it appears likely that copies of SA Carrelli's original report of 6/19/53 were similarly disseminated. SOG file does not reflect sending of afore-mentioned 0-17 Form instructing New York to change date in question from "1932" to "1942." However, said change has been made in ink, uninitialed and undated, on file copy of SA Carrelli's report.

*This was also confirmed by ASAC Marchessault.

SOG EXPLANATIONS: Supervisor William Johnson, Internal Security Section, advised (1) he has no independent recollection of approving SA Carrelli's report of 6/19/53, but feels he must have approved same for filing because it was he who approved New York's accompanying memorandum 6/19/53 recommending that subject be listed in Security Index; (2) he did not change the date on the file copy of said report; (3) he did not send the error form received New York 1/20/55, being on leave 1/4-24/55; (4) he approved New York's letter 2/4/55 indicating that "1932" is correct date and that amended page would be submitted; (5) he did not see New York's routing slip 2/2/55 which transmitted the amended page (said routing slip and amended page do not reflect receipt in Domestic Intelligence Division); and (6) he has no knowledge as to the missing copies of Agent Carrelli's report.

Supervisor [] Internal Security Section, b6
advised (1) he handled some of Supervisor Johnson's work while the latter was on leave in January, 1955; (2) he recalled observing the questionable phraseology in Agent Carrelli's report and said that his change of the date from "1932" to "1942" seemed proper at the time because of the indication that subject was married 5/3/41; (3) he now recognizes he should have requested New York to clarify the matter instead of assuming that "1942" was the correct date and instructing New York to change its copies; (4) he feels that the original of SA Carrelli's report was in file at the time and that he made an endorsement on same to indicate that he sent the error form to New York; and (5) he has no knowledge as to the present whereabouts of the original and other copies of said report, other than the one in file and the two copies apparently disseminated.

Sup. J. W. Marshall of the Records Section advised that (1) a thorough search has been made to account for the original and other missing copy of SA Carrelli's report, but with negative results; (2) said search is continuing.*

CONCLUSION: That (1) SA Carrelli is derelict for not clearly describing [] marital status in his report of 6/19/53; (2) Relief Supervisor [] New York, should have detected and corrected same; (3) SOG Supervisor Johnson should have requested New York to clarify its reporting and to fix responsibility for the weaknesses therein; (4) SOG Supervisor [] was in error in assuming "1932" was an incorrect date and changing same, but should have requested New York to clarify same and fix responsibility for the weaknesses; (5) SA [] and Supervisor [] both New York, are negligent for failure to follow existing instructions governing submission b6

*Sect. Chief W. G. Eames and Sup. in Chge. F. W. Waikart confirmed same.

of amended pages; (6) Supervisor Miller, ASACs Marchessault and D. E. Moore, and SAC Kelly, all New York, are negligent for advising Bureau 2/28/55 there was no error in SA Carrelli's report, in view of the fact it was necessary to completely rephrase the paragraph in question; and (7) It does not appear that responsibility for the missing copies of SA Carrelli's report can be definitely resolved at this time, because said copies were purportedly in file when SOG Supervisor [] sent the error form received at New York 1/20/55; Records Section is continuing search. b6

RECOMMENDATIONS

(1) SA Victor Carrelli, New York....censure....for lack of clarity in his report 6/19/53.

(2) SA [] New York....censure....for failure as Relief Supervisor to detect and correct lack of clarity in SA Carrelli's report 6/19/53. b6

(3) SOG Supervisor William Johnson, Internal Security Section....censure....for failure to detect and correct lack of clarity in report of SA Carrelli 6/19/53. (He feels he must have approved said report for filing because he approved New York's accompanying memorandum 6/19/53 recommending that subject be listed in Security Index.)

(4) SOG Supervisor [] Internal Security Section b6
....censure....for erroneously assuming date of "1932" was inaccurate and changing Bureau copies and instructing New York to correct its copies, rather than requesting New York to clarify and fix responsibility.

(5) SA [] New York....censure....^{b6}
for failure to follow existing Bureau instructions governing
submission of amended pages in preparation of New York letter
2/4/55.

(6) Supervisor [] New York....censure....^{b6}
for failure to see to it that existing Bureau instructions
governing submission of amended pages were followed when he
approved above New York letter 2/4/55.

(7) Supervisor [] New York....censure....^{b6}
for failure to see to it that New York letter 2/28/55, which
he prepared, contained sufficient explanation and included
appropriate recommendations covering administrative action,
instead of advising Bureau that there was no error involved.

(8) ASAC A. J. Marchessault, New York....censure....
for his approval of above New York letter 2/28/55.

(9) ASAC D. E. Moore, New York....censure....for his
concurrence in the transmittal of above New York letter 2/28/55.

(10) SAC J. J. Kelly, New York....Recommendation being submitted separately covering his concurrence in the transmittal of above New York letter 2/28/55 and for ineffective functioning of New York Office in other matters involving failure to follow existing Bureau instructions governing submission of amended pages.

(11) Chief F. J. Baumgardner, Internal Security SectionRecommendation being submitted separately covering his responsibility for ineffective functioning of Internal Security Section in this and other related matters.

(12) Inspector V. P. Keay, Domestic Intelligence DivisionRecommendation being submitted separately covering his responsibility for ineffective functioning of Internal Security Section in this and other related matters.

(13) Assistant Director A. H. Belmont, Domestic Intelligence Division....No action....In view of his being recommended separately for censure for this and other similar matters.

(14) That Records Section vigorously continue search for missing copies of SA Carrelli's report 6/19/53.

PERMANENT BRIEFS OF SAs CARRELLI AND [] RELIEF SUPERVISOR []
[] SUPERVISORS [] AND [] ASACs MARCHESSAULT^{b6}
AND D. E. MOORE, SOG SUPERVISORS [] * AND [] ARE
ATTACHED HERETO.

*Permanent brief Supervisor [] forwarded to Director separately in connection with another personnel action matter.

ROUTING SLIP

FD-4

(8-17-54)

To

Date 4/14/55

☒ Director, FBI PERSONAL AND CONFIDENTIAL
Attention PERSONNEL SECTION

☐ SAC _____ Title DONALD E. MOORE
☐ ASAC _____ Assistant Special Agent
☐ Supervisor _____ in Charge
☐ Agent _____ Physical Condition
☐ Steno _____
☐ Clerk _____
☐ Chief Clerk _____
☐ SE _____ File # _____

ACTION DESIRED

<input type="checkbox"/> Assign to _____	<input type="checkbox"/> Open case
<input type="checkbox"/> Acknowledge	<input type="checkbox"/> Prepare tickler
<input type="checkbox"/> Bring file	<input type="checkbox"/> Reassign to _____
<input type="checkbox"/> Call me	
<input type="checkbox"/> See me	<input type="checkbox"/> Recharge serials
<input type="checkbox"/> Correct	<input type="checkbox"/> Search and return
<input type="checkbox"/> Delinquent	<input type="checkbox"/> Send serials _____
<input type="checkbox"/> Expedite	to _____
<input type="checkbox"/> File	<input type="checkbox"/> Submit new charge-out
<input type="checkbox"/> Leads need attention	<input type="checkbox"/> Type
<input type="checkbox"/> Read, initial and return	<input type="checkbox"/> Return serials
<input type="checkbox"/> Undeveloped leads in your district awaiting attention	<input type="checkbox"/> Submit report by _____

Rebulet 4/11/55.

ASAC Moore has dental appointments for the month of April. Bureau will be advised when dental work has been completed.

SAC JAMES J. KELLY

Office NYC

noted in phy. tickler
55 APR 21 1955

67-NOT RECORDED-3

File 97m
hughes

**FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE**

REPORT OF PERFORMANCE RATING

W. Sullivan
Chapman

Name of Employee: DONALD E. MOORE, #02997

Where Assigned: NEW YORK DIVISION IV - INTERNAL SECURITY
(Division) (Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE

Rating Period: from APRIL 1, 1954 to MARCH 31, 1955

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

DM

Rated by: *James Kelly* SPECIAL AGENT IN CHARGE 3/31/55
Signature Title Date
JAMES J. KELLY

Reviewed by: *J. F. Mohr* Assistant Director APR 25 1955
Signature Title Date

Rating approved by: *J. F. Mohr* Assistant Director APR 25 1955
Signature Title Date

TYPE OF REPORT

(X) Official
(X) Annual

RECORDED - 147

191804-177
Searched
() Administrative
() 60-day **35**
() Transfer
() Separation from service
() Special
FBI APR 27 1955
FEDERAL BUREAU OF INVESTIGATION

26 APR 27 1955

h3

J. F. Mohr

NARRATIVE RECEIVED - MOHR
FBI

Per
4/20
20

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee DONALD E. MOORETitle ASSISTANT SPECIALAGENT IN CHARGERating Period: from 4/1/54 to 3/31/55

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
- Unsatisfactory.
○ No opportunity to appraise performance during rating period.
 Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185. So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- + (1) Personal appearance.
+ (2) Personality and effectiveness of his personal contacts.
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
✓ (4) Physical fitness (including health, energy, stamina).
+ (5) Resourcefulness and ingenuity.
+ (6) Forcefulness and aggressiveness as required.
+ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.
+ (8) Initiative and the taking of appropriate action on own responsibility.
✓ (9) Planning ability and its application to the work.
+ (10) Accuracy and attention to pertinent detail.
+ (11) Industry, including energetic consistent application to duties.
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.
✓ (14) Technical or mechanical skills.
✓ (15) Investigative ability and results:
+ (a) Internal security cases
+ (b) Criminal or general investigative cases
+ (c) Fugitive cases
+ (d) Applicant cases
+ (e) Accounting cases
✓ (16) Physical surveillance ability.

- ✓ (17) Firearms ability.
✓ (18) Development of informants and sources of information.
✓ (19) Reporting ability:
+ (a) Investigative reports
+ (b) Summary reports
+ (c) Memos, letters, wires
 (Consider: + conciseness, + clarity, + organization; + thoroughness, + accuracy; + adequacy and pertinency of leads; + administrative detail.)
✓ (20) Performance as a witness.
+ (21) Executive ability:
+ (a) Leadership
+ (b) Ability to handle personnel
+ (c) Planning
+ (d) Making decisions
+ (e) Assignment of work
+ (f) Training subordinates
+ (g) Devising procedures
+ (h) Emotional stability
+ (i) Promoting high morale
+ (j) Getting results
+ (22) Ability on raids and dangerous assignments:
+ (a) As leader
+ (b) As participant
+ (23) Organizational interest, such as making of suggestions for improvement.
+ (24) Ability to work under pressure.
✓ (25) Miscellaneous. Specify and rate:
+ Dictation ability
+ Automobile driving ability

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): ASSISTANT SPECIAL AGENT IN CHARGE, INTERNAL SECURITY DIVISION

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): ADMINISTRATOR

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE
ASSISTANT SPECIAL AGENT IN CHARGE

During the beginning of the rating period, Mr. Moore was Assistant Agent in Charge of the Detroit Office, and in September of 1954 he was transferred to New York as Security Assistant Agent in Charge. He has the direct supervision of Division IV of the New York Office, which carries over 5,000 cases and 389 agents. He makes an excellent appearance, has a very pleasant, engaging personality, and in general makes an excellent impression on those with whom he comes in contact. I have received many comments commending him as a Bureau speaker.

Within Division IV lies the bulk of the Security Matter investigations in New York as well as the investigation of the Communist Party Underground Operations. Mr. Moore has shown he has an excellent basic knowledge of Bureau policies as well as of the rules and regulations underlying investigation of security matters. He handles his personnel firmly but fairly and is well received by them. He has the respect of those in the office with whom he works. He has shown himself to be most cooperative and has always quickly assumed responsibility.

While Mr. Moore has had no opportunity of developing informants personally, he has stressed this phase of the Bureau's operations. He has recognized the value of the Bureau's incentive award program and has called to the Bureau's attention various instances which have merited incentive awards for agents working within his division. I consider him very capable of leading or engaging in dangerous assignments. He is available for general or special assignment and has testified in Federal courts and the like many times in the past.

On February 28, 1955, the Bureau brought to Mr. Moore's attention his over-all responsibility involving a matter in which two agents under his supervision handled two informants in a most inadequate fashion. Mr. Moore has always shown an excellent attitude and I am sure he profited by the Bureau's observations.

He was commended by the Bureau as follows:

In April of 1954 he was commended in connection with his supervision of the Bank Robbery investigation and apprehension of subjects [redacted] and [redacted] b6

On November 9, 1954, New York personnel was commended for the investigation and subsequent apprehension of [redacted]

Smith Act subject. This matter was within the investigative jurisdiction of Division IV and the actual apprehension was under the direct supervision of Mr. Moore.

On January 24, 1955, Mr. Moore was commended for the close supervision of various phases of the development of a highly confidential source relative to the security of the country. On March 17, 1955, he was commended for his excellent services in connection with the investigation of a Theft from Interstate Shipment case involving [redacted] and others. b6

On March 9, 1955, the New York Office was commended for the over-all results received during the past year in connection with Communist Underground activities. Since August of 1954, this phase of the New York Office operations has been under the direction and supervision of Mr. Moore.

During the time Mr. Moore has been assigned to the New York Office, he has manifested a high degree of executive and administrative ability, a knack of leadership, and I believe he is well qualified to handle the duties of Special Agent in Charge.

BSM

ROUTING SLIP

BUREAU

Date 4/28/55

FD-36 (5-13-52)

Memo To: ATT: PERSONNEL

SAC SECTION Title: DONALD E. MOORE
ASAC ASAC, NYO
Supervisor P & C
Agent
Steno
Clerk
Chief Clerk
Special Employee File No.

ACTION DESIRED

Assign to Open Case
Acknowledge Prepare Tickler
Bring File Reassign to
Call Me Recharge serials
See Me Search and Return
Correct Send serials
Delinquent to
Expedite Submit new charge-out
File Submit report by
Leads need attention Type
Read, Initial and Return Serials
Return
Undeveloped leads in your district awaiting attention.

Rebulet 4/11/55 and NYR/S 4/14/55.

ASAC Moore advises dental work completed 4/27/55.

S.A.C. JAMES J. KELLY
Office NEW YORK

RECORDED-148

(If intra office use return this with notation as to action taken or explanation.)

67-191804-178

Searched

Number 17

5 MAY 2 1955

RECORDS SECTION

James J. Kelly

18 MAY
Noted on 5/1955
Phys. Sent
gjh

TO: Director, FBI
 FROM: SAC, New York (66-3583)
 SUBJECT: [redacted]
 Clerk, GS-3

1-5-55

b6

PERSONAL AND CONFIDENTIAL

[redacted]
 Clerk, GS-2

D. E. [unclear]

Rebulet December 31, 1954, instructing that the New York Office submit an explanation and fix responsibility for the delay in calling to the attention of the Bureau an incident which happened October 13, 1954.

DETAILS

As the Bureau has been advised, on October 13, 1954, Clerks [redacted] and [redacted] were being driven to the subway by [redacted]. On this trip [redacted] stopped and picked up [redacted] a Security Index subject in the New York Office. The details of this, the fact it was reported to the New York Office immediately, and the instructions given to the clerks with regard to further association with [redacted] were all set out in New York letter to the Bureau dated December 21, 1954.

b6
 b7D

With regard to the delay in calling this matter to the attention of the Bureau, it was not realized by this office that this was an incident which should have been called to the attention of the Bureau. The facts concerning the matter were appropriately furnished to an agent handling security investigations by the clerks involved, and the matter was immediately brought to the attention of ASAC Donald E. Moore. The instructions were given to the clerks that they were not to associate with [redacted] in view of his apparent friendship with [redacted] and further that they were no longer to ride to and from the subway with him.

b6
 b7D

It is noted that the individual who was on the Security Index was [redacted] and none of the three clerks had met him before this occasion, and there was nothing said or done during this one chance meeting which was felt to have an significance insofar as the office was concerned. In view of this fact it was felt that the instructions given the clerks and the discontinuance of their association with [redacted] was all the action that was required. It is desired to point out that in a city such as New York there are undoubtedly many occasions when employees of the Bureau are in contact with individuals who are on the Security Index and this fact is never known.

DEM:RA

910
 55 JAN 14 1955

NY 66-3583

It was the opinion of ASAC Moore at the time this event occurred that the necessary action was taken immediately, and he did not feel that it was necessary to advise the Bureau. It is noted that nothing occurred during the brief contact the clerical employees had with [] which was felt could in any way be embarrassing to the Bureau. Because of this, ASAC Moore did not immediately notify the Bureau in this instance. However, I am again calling the attention of all employees of the New York office to the absolute necessity of being most circumspect in their personal association. Also, in future instances of this nature the Bureau will be advised immediately. The necessity of advising the Bureau of matters of interest is thoroughly understood by me.

b6
b7D

RECOMMENDATION:

In view of the above, it is recommended that no administrative action be taken in this matter.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: July 26, 1954

FROM : SAC, Detroit

SUBJECT SELF-INSPECTION REPORT
DETROIT DIVISION

This self-inspection was conducted by SAC F. H. MC INTIRE and ASAC D. E. MOORE, assisted by SA-s ROY G. SJOSTRAND, CHARLES WERRELY, ROBERT M. RICHARDS, JOHN CHRISTENSEN, [REDACTED], MARLON P. COLLIER, JOSEPH E. ISEMAN, [REDACTED], JAMES PAXTON, [REDACTED], WM. LEON SMITH, EDWARD J. MASON, BARRON T. CONNOR, [REDACTED], ROBERT W. MOLLOY, MARCEL O. PHELIPS, [REDACTED], LEO C. SHIRLEY, [REDACTED] and WILLIAM A. SULLIVAN, from June 14, 1954 to July 16, 1954.

Recommendations

1. It is recommended that ASAC D. E. MOORE be considered eligible for and capable of handling the duties of Special Agent in Charge of one of the Bureau's small or medium sized office at the present time. Mr. MOORE has progressed very rapidly as an ASAC; he has the personality and personal appearance qualities required, he is excellent in his handling of personnel, makes a very favorable impression on the general public, has an excellent knowledge of the Bureau's work, has exhibited extremely good judgment in the handling of major cases, as well as others, and all in all is presently capable of assuming the responsibilities of SAC.

2. It is recommended that SA JOHN L. NOTT receive a letter of censure for his unnecessarily delaying the investigation in the case entitled "[REDACTED] wa; [REDACTED] ESP-1-TEX." Bufile 105-14949. This case was opened and assigned to SA NOTT on November 9, 1953, and, although SA NOTT has been specifically instructed to conduct investigation and submit a report in this case, no report has been received as of the date of this inspection.

PHM:MEB

Letter to the Director
July 26, 1954

Physical Condition and Maintenance

The office, which is conveniently located in the Federal Building to federal courts, United States Attorney, United States Court Clerks and in downtown Detroit, is efficiently and, in general, neatly arranged.

The Photographic Laboratory lacks neatness due to lack of storage cabinet space in the dark room and chemical stains are present due to lack of adequate drain tables and sinks. Tops of four coat cabinets were dusty and shelves of three dusty. One typewriter well was dirty and three dusty in seven of 84 stenographers desks inspected. Three Agent desks were dirty and two disarranged out of 173 inspected. There were 360 square feet of desirable office space acquired on the tenth floor to relieve congestion in the Number Three and Four Squads. Seven delinquencies were found in four training rifles out of 20 rifles inspected. Four of these delinquencies, namely, barrel jackets slightly loose in base, could affect accuracy of the guns. One of 15 shotguns was found to be stored in a cocked condition. Nine delinquencies, none of which affect safe emergency operations, found in six of 25 cars inspected. Three errors were found in three of 21 Speedgraphic cameras. One was stored with no film in the case, door of ground glass screen does not properly function on another and the shutter of the third does not stay open when set on time.

One Photorecord camera was not neatly packed in case and flashlight in one fingerprint camera case had weak batteries. In technical equipment, one flashlight lens was missing and bulb in one mile-ray light was improperly installed to show bright when switch indicates dim and vice versa. Fifteen Presto 3D recorders and four 3A dial recorders considered surplus. All radio equipment maintained and operated in excellent fashion. Three walkie-talkie radios considered surplus. Resident Agencies properly maintained and adequately staffed.

Letter to the Director
July 26, 1954

Pending Work

Recapitulation of Pending
Investigative Work

	<u>Active</u>	<u>Inactive</u>	<u>Total</u>	<u>% of Active Cases De- linquent</u>
Unassigned	0	333	333	0
Assigned	<u>2,481</u>	<u>493</u>	<u>2,974</u>	<u>27.3</u>
Grand Total	2,481	826	3,307	20.5

The delinquency in active cases in classifications 17, 28, 31, 49, 52, 58, 65, 76, 80, 100, 144 and 145 are well above office average for assigned cases and should be reduced materially.

Stenographers and typists had an average of more than two days work on their books, about three-fourths of which was delinquent beyond the two-day rule and over one-half delinquent beyond the five-day rule. The Bureau has regularly been advised of stenographic delinquency, which has been present for the past several months due to shortage of stenographers and typists. The Bureau recently approved hiring of additional stenographers and typists and with training they should relieve this delinquency.

Clerical work pending averaged 1'24" per day per employee for a five-day period as reflected by the following tabulation:

<u>Date</u>	<u>Number of Employees</u>	<u>Total Day's Work</u>		<u>Average per Employee</u>
		<u>Days</u>	<u>Hours</u>	
6/23/54	47	7	2	1'14"
6/30/54	48	7	5	1'16"
7/7/54	50	11	4	1'50"
7/14/54	50	9	0	1'26"
7/20/54	51	7	5	1'12"

Investigative Operations

In 100 closed applicant type cases reviewed deadlines were missed in 18; however, 15 of these cases were received on or after deadline date and only three missed deadlines attributed to Detroit Office. Reports on Security Index subjects not submitted at required intervals in 8% of the 47 cases involving key figures; 13.26% of the

Letter to the Director
July 26, 1954

264 cases involving subjects in key facilities and 22.43% of the remaining 1,057 cases involving general security index subjects. This delinquency was caused in part by assignment of Agents to the summary report program, which was completed by the Bureau deadline July 14, 1954. There were 268 of 3,307 pending files reviewed and two substantive errors, namely failure to notify Bureau promptly of fugitive apprehension and delayed investigation and reporting, found in two files, or .75%. No substantive errors were found in review of 60 closed cases. Handwriting of 5 of 50 key figures was not sent to the Bureau and whereabouts of one key figure is unknown. In late January, 1954 the office discovered it had 620 summary reports to submit rather than 229 (an error in calculation made at the inception of the program had been carried forward). Through extra effort on the part of the security squads, these summary reports were submitted by the Bureau deadline July 14, 1954.

Since the last inspection interviews were conducted with 13 subjects in Toplev program, bringing total interviews to 27, and with 27 subjects in Midlev program. These interviews should be accelerated. Security informants and potential security informants have decreased since last inspection from 35 to 33 and 25 to 23 respectively. Decrease is due in part to loss of informants through Smith Act trials. The office has requested authority to assign two more men to Toplev and Midlev program to accelerate informant development.

Criminal informants increased from 42 at time of last inspection to 48 now, or 14.3%. This increase was brought about through the addition of 12 new informants and deletion of six. Potential criminal informants decreased from 177 to 156 or 11.9%. At time of last inspection there were criminal informants in headquarters and 12 of 15 Resident Agencies. Now there are criminal informants in headquarters and 15 of 16 Resident Agencies. There were 52 delinquencies found in 35, or 14.2%, of the 204 criminal informant and potential criminal informant files. Three of 48 criminal informants and 18 of 156 potential criminal informants were rated less than good. Informant coverage should be developed in the one remaining Resident Agency and over-all quality and quantity of informant coverage should be improved.

One plant informant guide card out of 228 plant informant cases improperly made out. Total plant informants were reduced from 5,000 at last inspection to 4,730 now, due to removal of 45 plants from plant informant index and removal of plant informants who are no longer available. Plant informant files were reduced from 94 to 65 since last inspection.

Letter to the Director
July 26, 1954

ITSMV cases decreased from 257 to 177 since the last inspection and three major TPIS highjacking cases in last eight months solved and prosecution completed in one and pending in remaining two.

Administrative Operations

All supervisors and relief supervisors are approved by the Bureau and all are properly assigned. Territory is properly organized and routing of Agents is efficiently handled. Agent assignments are equitable as to work load. Daily reports of 38 Resident Agents checked for one month revealed 16 instances where not received promptly, nine one day late, five two days late, and two three days late.

Agents' production in cases closed per month for months of April, May, and June, 1954 is as follows:

Productivity of Agents

	<u>Cases Closed - Squad Average Per Agent</u>								<u>Cases Closed Per Agent</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	
April	9.58	3.37	6.0	16.0	2.76	2.0	3.95	7.93	7
May	8.68	3.0	6.47	14.87	2.86	2.0	2.74	4.93	6
June	9.0	3.57	7.0	11.76	2.62	3.70	4.0	7.29	7

Squads 5, 6, 7 and 8 are the Internal Security squads and Squad 2 is the Accounting squad, and it is due to the type of work they perform that their averages are below that of the office.

The Chief Clerk's Office is efficiently arranged, commensurate with physical arrangement of the office space, and the quality of the work has shown improvement due to training and experience of new personnel and a decrease in the turn-over of clerical employees.

Errors of form attributable to Agents amounted to 36 errors in 29 of the 268 files reviewed for 10.82%, and to two errors in two of 60 closed files reviewed, for 3.33%. Errors of form attributable to clerical employees amounted to 14 errors in 13 of 268 pending files reviewed, for 4.85%, and six errors in five of 60 closed files reviewed, for 8.33%.

Stenographers averaged 2.41 pages per hour of transcription, which is low, and 28% of their time, which is high, was spent in

Letter to the Director
July 26, 1954

other than transcription. Low production and high amount of time spent on other than transcription were due primarily to low production of six new stenographers and typists and time spent in their training. Production should be increased.

In 3,307 pending cases two instances were found where file folders remained after case closed and one where folder removed where case still pending. One case carried as unassigned in master assignment card box, where carried as assigned in supervisor's assignment box, and six lead cards not destroyed after leads covered. Fourteen ticklers were missing in 3,307 pending cases, and 23 of 5,000 index cards checked were misfiled. In checking indexing of law enforcement bulletins, Bureau bulletins, SAC Letters, 45 investigative files, Identification Orders and Wanted Fliers, since last inspection, 17 errors of indexing were noted. Exhibits, personnel files and administrative files were properly maintained. Number One, Two and Three Registers for May contained 2.2 and 7 form errors respectively, none affecting per diem.

Three stop notice cards were found to be incomplete in one minor detail each. There were three errors in failure to note on property receipt when property returned, and three instances of failure to properly charge property to an employee. Stamps and Confidential Fund were in order. One firearms instructor, a Resident Agent, had not completed First Aid Training. Statistical accomplishments for fiscal year 1954, compared with fiscal year 1953, were as follows:

	<u>Fiscal Year</u> <u>1953</u>	<u>Fiscal Year</u> <u>1954</u>	<u>Relative</u> <u>Standings</u>
FINES, SAVINGS AND			
RECOVERIES	\$1,239,232	\$1,457,154	17
RENEGOTIATION ACT CLAIMS	881,923	2,051,400	3
CONVICTIONS	294	284	37
AUTOMOBILES	285	318	8
FUGITIVES	487	593	7

Speeches by the office increased from 204 in 1953 to 278 in 1954 and by the SAC from 31 in 1953 to 43 in 1954. As of June 28, 1954 there were an estimated 3,257 Agent days work to be done on pending accounting cases, 2,488 days of which could be done by Special Agents and 769 days required accounting knowledge. Extra personnel was requested to assist in this problem, but Bureau advised no other Special Agents available. Imprest Fund is in order and working smoothly.

Letter to the Director
July 26, 1954

Personnel Matters

All stenographers, typists and teletype operators passed their examinations. Twenty stenographers who were required to pass only the 80 word examination took and passed the 100 word examination. Agent assignments are being made that should give those Agents who have not as yet testified in federal court an opportunity to do so. All Agents available on the availability check and employee conferences appear to be satisfactory. Morale is excellent. The housing register has resulted in immediate location of housing for newly arrived employees. Daily average overtime performed by Agents for the last four months is as follows:

	<u>Voluntary Overtime</u>	<u>Travel Overtime</u>
March	1'34"	5"
April	1'31"	5"
May	1'34"	4"
June	1'35"	7"

Overtime in general is equitably distributed and explanations were called for in those instances where there have appeared to be inequitable contributions. All Agents were rated as very good or better in dictation ability. (All Agents and Special Employees are current in physical examination except the SAC.) An appointment has been made for his examination. *H. H. H.*

Contacts

SAC Contacts are well placed in industry, business, government and civic and religious groups. Contacts with police on all levels are excellent. All federal judges and United States Attorneys are well known to the SAC. Contacts increased from 98 during the January inspection to 111 at present, 30 of these being developed by the present SAC and all 111 known to the present SAC. All American Legion contacts are completed.

More National Academy applicants are interested in attending the Academy than can be accepted. National Academy is highly regarded in police profession, as President, Vice-President (First), and Second Vice-President of Michigan Association of Chiefs of Police are National Academy graduates. Liaison is established in all schools and other groups that are in a position to produce Special Agent and clerical applicants. Liaison is satisfactory with federal and local authorities and office has planned four-phase law enforcement conference for this fall dealing with subject of bank robbery.

STENOGRAPHIC AND TYPING WORK
PENDING

SAC McINTIRE: In checking on the pending stenographic and typing work it was found that the procedures being followed were in accordance with Bureau instructions. It was noted, however, that there was considerable work on the books of the stenographers and typists beyond the five-day period.

The following is a tabulation showing the condition of this work on three different days picked at random:

Date	Total Pages	Average Per Employee	Pages Over 2 Days	Pages Over 5 Days	Date Oldest Work	Time Required to Transcribe Days	Hrs.	Mins.
7/2/54	2584	86	2091.5	1600	6/9/54	107	5	20
7/7/54	2181	72.5	1822.5	1497.5	6/4/54	90	7	
7/9/54	2003	69	1584	1342.5	6/9/54	83	3	40

On each of these days it is noted that over three-fourths of the work was delinquent beyond the two-day rule and over one-half of the work was delinquent beyond the five-day rule. It appears that from the amount of work on hand the stenographers are considerably overloaded as to the volume of pending work.

In checking into this matter further it has been noted that the Bureau has been advised monthly of the delinquent stenographic work. The Bureau has recognized the need for additional stenographers and typists and has approved the hiring of such personnel.

An explanation is desired concerning the above delinquencies.

SAC McINTIRE: Explanation

I agree with the observations noted above and wish to advise that every effort has been and is being made to bring our stenographic and typing work into a current status.

DETROIT SELF-INSPECTION
July 12, 1954
3-B
FHM:SSZ

all with 5 days and 7 days RCH

For the past several months the volume of work has been such that the stenographers on hand could not handle it on a current basis. This was called to the Bureau's attention and the Bureau has approved the hiring of additional stenographic and typing personnel. Six new typists and stenographers have entered on duty within the three-week period immediately preceding this analysis. It is believed that when these employees have been trained and when others, who are being considered for appointment at the present time, have been appointed and have received their training, the stenographic work will be brought into a current status.

I am constantly aware of this undesirable situation and every effort is being made to bring it into a current status at the earliest possible date.

C. R. D. *[Signature]*

STENOGRAPHIC AND TYPING WORK

SAC McINTIRE: The following is a tabulation of the work performed by stenographers and typists during the week of July 5, 1954:

Date	No. Pages Transcribed	Time Required to Transcribe Hrs. Mins.	Total Hours Worked	Overall Office Average	Percentage of Transcription Time	Percentage of Other Duty Time
7/6/54	469.5	204 30	282	2.29	74%	26%
7/7/54	556	220	283	2.52	78%	22%
7/8/54	390	165 45	276	2.35	60%	40%
7/9/54	545	222	288	2.45	77%	23%

Overall office average for week - 2.41
Percentage of transcription time for week - 72%
Percentage of other duty time for week - 28%

From the above it can be seen that the average production in pages per hour is lower than the field average; the percentage of time spent in transcription is too low, and the time spent in clerical and other duties is entirely too high. An explanation is desired of these delinquencies.

SAC McINTIRE: Explanation

I agree with the above observations, but wish to point out that of the 41 stenographers and typists considered in this tabulation, 14 entered on duty within the last year and could all be considered in the category of inexperienced stenographers and typists. Of these 14 employees 6 entered on duty within a three-week period preceding the period considered in the above tabulation.

One cause for the high amount of time spent in other than transcription is that all of the new stenographers or typists, during this period, were receiving training by our Supervising Stenographer for approximately two hours each day in class and following that were receiving on-the-job training from their group supervisors. All of this training time, of

DETROIT SELF-INSPECTION
July 12, 1954
5-G
FHM:SSZ

course, was charged to time other than transcription and thereby greatly increased the amount of time required in duties other than typing.

I constantly watch the assignment of the various stenographic and typing employees and once a month pick one week at random to compile a production report. Those who are below the office average are called to the attention of the group supervisors, who discuss their low production with them in an effort to determine the causes and to make remedial suggestions.

When the present group of new stenographers and typists have received proper training, it is my belief there will be a decided increase in the average production. I will continue to follow this matter closely.

RESULTS OF SHORTHAND, TYPING AND
TELETYPE EXAMINATIONS

Employee	Shorthand		Typing	Teletype	
	80 wpm	100 wpm		Speed	Accuracy
[Redacted]	95		96½ 98½ 98		
		100	100	45 wpm	75
			96		
		96	99		
		94	93½ 93½		
	99		95		
	89		98		
	92	100	99½		
	100	97	96½		
	b6 90	97	98½	38 wpm	80
				45 wpm	97
		100	99½		
	76	78	93½		
				45 wpm	94
			98		
O'Sullivan, Maureen J. [Redacted]		100	95		
	91		93		
	99		96½		
			89		
	88	94	96½		
		100	99		
		100	100		
			96		
			99½		
				45 wpm	88
			97½		
	99	90	96½		
	100	99	99½		
	98	93	97		
	99	86	98½		
	b6 100	96	100		
	90	85	95		
			93½		
	94	97	97½		
		97	99½		
	100	93	97½		
				56 wpm	90

* Those stenographers required to pass 100 wpm examination.

DETROIT SELF-INSPECTION

July 26, 1954

FHM:MEB

6-B,C

<u>Employee</u>	<u>Shorthand</u>		<u>Typing</u>	<u>Teletype</u>	
	<u>80 wpm</u>	<u>100 wpm</u>		<u>Speed</u>	<u>Accuracy</u>
* [Redacted]		99	99		
	100		100		
	89	95	100		
			99		
			97		
	100	97	97½		
	77		95		
	96		95½		
	b6 93	99	99		
	87		92½		
	100	97	100		
	99	97	99½		
	97		98½		
	100	100	99½	38 wpm	86
	98	95	99½		
		100	99½		
				45 wpm	94

[redacted] b6
INTERSTATE TRANSPORTATION
OF STOLEN MOTOR VEHICLE
Detroit file 26-17510

SAC MC INTIRE: This is a pending case, Charlotte origin.
supervised by Supervisor [redacted]
and assigned to SA [redacted] b6

On June 18, 1954 Subject [redacted] at that time
in a fugitive status, was apprehended at Mount
Clemens, Michigan by SAs [redacted] b6
and [redacted] A teletype dated June 19,
1954 was sent to the office of origin reflecting
the apprehension of the fugitive. This teletype
was prepared by SA [redacted] and a notation appears
that it was "Approved by [redacted]" initials RS
appearing thereafter.

An examination of the file fails to reflect that
the Bureau was notified of the fugitive's appre-
hension. The Bureau was notified by airtel on
June 30, 1954 when the delinquency was noted.

Comments of SA [redacted] and Supervisor [redacted] are
requested for the failure to notify the Bureau
immediately of the fugitive's apprehension.

SA [redacted]

The teletype notifying the Charlotte Office
was prepared in rough draft form by me around
12:15 A.M., June 19, 1954. b6

I inadvertently neglected to notify the Bureau
of Subject [redacted] apprehension.

This type of error will not recur in the future. *Wooten*

DETROIT SELF-INSPECTION

7/8/54

4-N

WRM:bab

*3 APW
LIC 2-14
JUL 15 1954
241*

SUPERVISOR [REDACTED]

b6

The teletype dated June 19, 1954, notifying Charlotte of the apprehension of the fugitive was telephonically called to me on Saturday, June 19, 1954, and approved. I do not specifically recall that the teletype was not directed to the Bureau or if a separate teletype was so directed advising of the apprehension.

This error was not noted by me until June 30, 1954, at the time of the file's review. Errors of this nature will be closely watched in the future in order to prevent such a recurrence.

SAC MC INTIRE:

Every effort will be made to prevent the recurrence of delinquencies similar to that occurring in this case. Since the delinquency, however, was caught and corrected by Supervisor [REDACTED] shortly after it occurred and since there appears to be no harm or embarrassment to the Bureau, I recommend no administrative action other than considering this delinquency in connection with the next performance ratings for Mr. [REDACTED] and Mr. [REDACTED]

b6

Re:

wa; b6

ESP. - MEX.

Bureau File 105-14949

Detroit File 65-2586

Carroll

SAC MC INTIRE: Review of this file reflects it was originally opened and assigned to SA JOHN L. KNOTT, Resident Agent at Battle Creek, Michigan on September 16, 1953, but was closed administratively as of October 1, 1953 upon Bureau instructions that offices should disregard the leads. The file was reopened and assigned to SA KNOTT on November 9, 1953, in accordance with Bureau instructions.

By air-tel, January 5, 1954, SA KNOTT set out leads for the Kansas City Office, reflected briefly in the air-tel what investigation had been conducted by him and stated that a report would follow upon completion of a correspondence review (necessary in connection with further investigation of this case). By air-tel dated January 28, 1954, Kansas City sent a lead to Detroit for the interview of an individual in connection with the above matter. As of April 25, 1954 this file was made an "accounting" case, but as of the self-inspection no report has been received from SA KNOTT.

Inasmuch as the manual requires a report within 45 days in Espionage cases, it is believed that this file reflects a substantive error in unnecessary delay in investigation and reporting.

Comments of SA KNOTT, Supervisor SA and SAC are requested. b6

*Tell to SA Knott
7/1/54*

DETROIT OFFICE - SELF-INSPECTION

JULY 2, 1954

4-A

CEG:MEB

*100-1-M
A-1*

SA JOHN L. KNOTT: Review of the contract file and the correspondence file has been completed, developing no information which appears to reflect a violation. Attempts were made to interview [redacted] Assistant Plant Manager, Oliver Corporation, Aviation Division; however, he was not available on every occasion. The Oliver Corporation has recently undergone a strike and it was not deemed advisable to cross a picket line in an attempt to interview officials due to possible embarrassment to the Bureau. b6

It will be noted that the writer was on special assignment out of the Division from January 10 to February 2, 1954, and spent full time on a bank robbery investigation the first two weeks of January.

The agent is aware of the seriousness in the delay in investigation and greater care will be used in the future to avoid this type of error.

Supervisor [redacted] I have reviewed this file and SA KNOTT's reply. I will take the necessary action to see that a report, covering all logical leads, is submitted at once. In the future, these cases will be followed more closely to assure their proper handling without undue delay in either investigation or report. b6

SAC MC INTIRE: The comments of SA KNOTT and Supervisor [redacted] are noted. There is no doubt but what the investigation of this case has been unnecessarily delayed. In my opinion, SA KNOTT was dilatory in every respect in his handling of this case and it is my recommendation that he receive a letter of censure for this lack of attention. The supervisor of this case called this delinquency to Mr. KNOTT's attention repeatedly and has been criticized by me for not seeing to it that KNOTT handled the case more promptly. This will be considered in the next performance rating. I do not recommend, however, that the supervisor receive any further disciplinary action in this matter.

*Routed to
and initiated
3/12/54 per
supervisor*

Curran

266 55 1821

NAME: JOHN L. KNOTT

SPECIAL AGENT (A)

DOB: 12/9/46

GRADE: GS-12

\$7,440

(VETERAN)

SAC MC INTIRE: SA KNOTT is Senior Resident Agent at Battle Creek, Michigan and is assigned principally criminal investigations. He is a fully qualified accountant and handles all accounting matters in his resident agency territory. He is a good investigator, has a very good knowledge of Bureau rules and regulations and his reports are submitted in good form. He presents a good personal appearance and has made excellent contacts among law enforcement officers, as well as business men, in his resident agency territory. He handles an average, or slightly above average, volume of work with average supervision. He is an inspector's aide and has assisted in connection with several inspection assignments. SA KNOTT is a very capable employee, but has a tendency to delay reporting his investigations. It is believed that by better administration he could improve in this regard. He is a loyal employee and interested in his work in the Bureau.

Rating: SATISFACTORY

D
DETROIT SELF-INSPECTION
July 26, 1954
FHM:MEB

/ cc: Detroit inspection file

April 22, 1955

PERSONAL AND CONFIDENTIAL

0
Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

The Bureau has carefully reviewed the facts relative to your inadequate handling of a personnel matter in connection with the Security Matter investigation involving [redacted] It has been observed that you erroneously advised the Bureau that a particular agent of the New York Office had prepared a certain communication in this investigation whereas this agent had not done so, and had you handled this matter properly you would have recognized this fact.

As a result of your lack of thoroughness in this instance the Bureau was furnished with erroneous and misleading information which could have placed the Bureau in a most embarrassing position. Hereafter, you will be expected to exercise more care in similar matters so that no further occasion will arise to criticize you in this manner.

Very truly yours,

J. Edgar Hoover
John Edgar Hoover
Director

COMM - FBI
APR 22 1955
MAILED 30

DCM:bak:obd

(8)

CC: SAC, New York (Personal Attention)
SOG New York Field Office File

Based on memo from Mr. Harbo to Mr. Tolson dated 4-19-55
EDM:DMG

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

26 MAY 6 1955

RECEIVED READING ROOM
FBI
APR 22 11 40 AM '55
67-191804-179
Searched _____
Numbered _____
2 MAY 4 1955
FEDERAL BUREAU OF INVESTIGATION

TO: DIRECTOR, FBI
FROM: SAC, NEW YORK
SUBJECT: PERSONNEL ADVANCEMENT

DATE: 4/15/55

DONALD E. MOORE
ASAC, NEW YORK DIVISION
GS-14; EOD 3/10/41
PRESENT ASSIGNMENT: ASAC, DIVISION IV

Mr. Moore is ASAC of Division IV, which handles the big bulk of the Communist investigations of the New York Office. He has 443 Agents in his division, who handle approximately 5,000 cases. Also handled in this division is the New York Office investigation of CP Underground activities, in which New York has secured some excellent results.

Mr. Moore has shown executive and administrative ability, has a very pleasing personality, is well regarded by those with whom he comes in contact, and I feel that he is capable of assuming the duties of SAC. He is available for general or special assignment.

RECORDED - 141

67-141-1-180
SEARCHED
SERIALIZED
INDEXED
FILED
MAY 11 1955
FBI - NEW YORK

12
26 MAY 18 1955

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 4/19/55

FROM : MR. R. T. HARBO *RH*
 SUBJECT: DONALD E. MOORE
 ASSISTANT SPECIAL AGENT IN CHARGE
 GRADE GS-14
 NEW YORK OFFICE

 Tolson _____
 Boardman _____
 Nichols _____
 Belmont _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Sizoo _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____
BACKGROUND:

In March 1955, Inspector H. C. Van Pelt conducted inquiry concerning the failure of the New York Office to comply with Bureau regulations governing the submission of amended pages; case entitled [redacted] with aliases, Security Matter - C." The report of SA Victor Carrelli, New York, 6/19/53, pointed out that [redacted] was married on [redacted] and that he had contributed to the support of his wife and daughter since 1932. (There was no explanation reconciling the 1941 marriage with the support of the daughter since 1932).

Inspector Van Pelt prepared a memorandum dated 3/23/55, for my signature wherein he stated, "ASAC Donald E. Moore, New York, telephonically informed Inspector Van Pelt on 3/10/55, that: SA Carrelli explained his report of 6/19/53, was originally written to convey the thought that subject "in 1942 had a daughter whom he had been supporting since 1932...."

ASAC Moore also informed Van Pelt that Relief Supervisor [redacted] who approved Agent Carrelli's report 6/19/53, explained he thought its phraseology was clear at the time, but upon further review of said report he now feels paragraph in question was not clearly expressed and could be misinterpreted.

RECORDED - 145

67-191804-181

A most important aspect of information furnished by ASAC Moore is recorded by Inspector Van Pelt in the memorandum of 3/23/55, for my signature as follows: "ASAC Moore further informed Inspector Van Pelt 3/11/55, that: SA [redacted] prepared New York's memorandum to Bureau 2/4/55, advising that '1932' is correct date for page 2, paragraph 3, line 8, of SA Carrelli's report and that amended page was being submitted. Said memorandum (New York memorandum 2/4/55) was approved by Supervisor [redacted]. Both SA [redacted] and Supervisor [redacted] stated they thought explanation that '1932' is the correct date and that 'New York' is submitting amended page 2 to clarify the wording of page 2' was sufficient."

Enclosures (2) - ENCL.

cc - Mr. Tolson

EDM:DMG
(5)file Encl with
this memo on

4-21-55

FOURTH
(100-1)2/1/55
Campbell
2-1/55

Memorandum to Mr. Tolson

My memorandum recommended administrative action as to various people, all of which was approved. One phase of the action was to censure Agent [] for failure to follow existing Bureau instructions governing the submission of amended pages in preparation of New York letter 2/4/55 to the Bureau. b6

It will be noted that Inspector Van Pelt specifically inquired of ASAC Moore as to who prepared New York memorandum to the Bureau dated 2/4/55 (inasmuch as it did not comply with regulations governing the submission of amended pages) and ASAC Moore on 3/11/55, advised Van Pelt that it had been prepared by Agent [] Moore furnished Van Pelt with the explanation of Agent []

FINDINGS:

By letter of 4/11/55, the Bureau censured Agent [] for failing to include in his memorandum from New York on 2/4/55, to the Bureau explanations and recommendations for administrative action as required. This censure letter was not delivered because upon receipt in New York Supervisor [] expressed the view that Agent [] had no responsibility in connection with the memorandum of 2/4/55, to the Bureau. [] now states b6 that he rough drafted the body of the 2/4/55 memorandum, handed it to Agent [] and instructed [] to give it to a typist and provide her with the full title and instruct her to prepare it as a letter to the Bureau from the SAC at New York. The typist placed the initials of [] as the dictating Agent on the communication; Supervisor [] should have appeared as the dictator; [] subsequently approved the communication.

It appears that ASAC Moore, New York, conducted inadequate inquiry in the New York Office as to who was responsible for the failure to comply with Bureau regulations in the submission of New York's memorandum of 2/4/55; Moore furnished incomplete or erroneous information to Inspector H. C. Van Pelt.

Inspector Van Pelt was interviewed on 4/18/55, and he confirms that on 3/11/55, he asked ASAC Moore as to the identity of the initials of dictator "FHS" and Moore replied that these belonged to SA [] Moore also identified b6 Supervisor [] who initialled the memorandum of 2/4/55. Inspector Van Pelt asked ASAC Moore what explanation Agents [] and [] had for the incomplete memorandum of 2/4/55 and ASAC Moore furnished a joint explanation from both

Memorandum to Mr. Tolson

[] and []

ASAC Moore states he does not recall asking Agent [] for any specific explanation; cannot be positive he did not advise Inspector Van Pelt that [] prepared the letter of 2/4/55, but does not recall doing so. Agent [] recalls that on 3/11/55, he was in ASAC Moore's office with two Supervisors and they discussed an earlier call from Inspector Van Pelt concerning the New York communication to the Bureau on 2/4/55; however, [] does not recall his name being mentioned in the conversation. b6

Supervisor [] who was present in Moore's office on 3/11/55, recollects that, while Moore was talking to Inspector Van Pelt, Moore put his hand over the telephone mouthpiece and asked those in his office whose initials are "FHS." Someone in the room answered that they were the initials of SA []

CONCLUSIONS:

ASAC Moore before furnishing to Inspector Van Pelt the details of the handling of the New York communication of 2/4/55, should have interviewed all participants and particularly Agent [] to find out exactly what transpired; should have secured an individual explanation from each participant. Inasmuch as [] acted solely as a messenger for Supervisor [] it b6 does not appear he should be censured and the censure letter to [] of 4/11/55, should be withdrawn; it has not yet been delivered. Van Pelt acted properly in that he made specific inquiry and received specific answers from ASAC Moore and had a right to rely on the information furnished by ASAC Moore; Van Pelt had no way of knowing that ASAC Moore was furnishing incomplete or incorrect information.

RECOMMENDATIONS:

1. SA []

The censure letter of 4/11/55 to him, which is attached be cancelled.

detached

*James
Tolson
4/19*

4/19 V.

(continued on next page)

Memorandum to Mr. Tolson

2. ASAC Donald E. Moore.....CENSURE AND PROBATION

For his inadequate handling of the inquiry as to
fixing of responsibility for the 2/4/55, New York
memorandum to the Bureau.

PERSONNEL BRIEF OF ASAC DONALD E. MOORE ATTACHED

Recommend
censure.

JFM
4/19

Jaguer
for 4/19

yes
no
X-20
✓

ENCLOSURES TO BUREAU

INTERVIEW SHEET

EXAMINATION

FINGERPRINT CARD RE

b6

AQ 67-0A-344

jsif



5 ENCLOSURE 62-1918-181

Office Memorandum • UNITED STATES GOVERNMENT

TO : SAC, New York

FROM : ASAC D. E. Moore (100-102987)

SUBJECT: [REDACTED] was ^{b6}
SM - C COPY

DATE: 3/11/55

At 9:00 A.M. this date, Inspector H. C. Van Pelt telephonically advised that with regard to our discussion of March 10, he desired to know who in the New York Office approved the routing slip to the Bureau dated February 2, the letter dated February 4, and the letter dated February 28. He also wanted to know what was the reason the New York Office did not obtain explanations and submit detailed explanations concerning the amended pages at the time of the previous letter.

At 11:10 A.M., I telephonically advised Inspector Van Pelt that the routing slip of February 2, and letter of February 4, were approved by Supervisor [REDACTED] ^{b6} The letter of February 28, 1955, was dictated by Staff Supervisor [REDACTED] and was approved by myself and ASAC Arthur J. Marchessault (whose initials appear on the original at the Bureau). I also advised Mr. Van Pelt that SAC Kelly had stated he was aware of the content of our letter of February 28, 1955, and approved it.

With regard to the reasons explanations were not secured concerning the amended page, I advised Mr. Van Pelt that it was our feeling at the time that there had been no error, but that the amended page was submitted to resolve any possible question concerning the meaning of the paragraph. I said that in view of the fact we had not felt there was an error, we had not submitted the explanations. Mr. Van Pelt stated he wanted the above information in the event questions concerning this matter should arise.

DEM:RAA

(4)

- 1 - Personnel folder SA Victor Carrell
- 1 - Personnel folder SA [REDACTED] ^{b6}
- 1 - ASAC D. E. Moore

*File all
at. in file DE
7/11/55
for Mr. [REDACTED]*

Office Memorandum • UNITED STATES GOVERNMENT

TO : INSPECTOR B. C. BROWN (100-102987) DATE: 4/15/55

FROM : SA [] b6

SUBJECT: [] was
SM - C

When 0-17 Form was received in the NYO concerning above subject, it was routed to SA [] SA [] brought the file and the 0-17 Form to my desk and stated that the change requested was in error. After review of the file and report in question and detailed discussion with SA [] we felt that the paragraph in question was correct as is but considered the possibility that the paragraph may be misinterpreted. In view of this SA [] had amended page made, rewording this paragraph so there would be no doubt regarding the meaning. b6

On February 4, 1955, when the amended pages were ready for transmittal to the Bureau, I called SA [] to my desk and advised him that the pages must go by cover letter so the Bureau will know why we were submitting them. At this time, I rough drafted the body of the letter and gave it to SA [] to give to the typist. SA [] gave my rough draft to the typist and advised her it was to be a letter to the Director from the SAC, NY. At this time he also gave her the caption for the letter. When the letter was returned for approval, I initialed the letter, but did not at this time notice that the typist had placed SA [] initials on the letter. SA [] was not responsible for the letter and he only transmitted the letter to the typist on my instructions. b6

During the subsequent period when ASAC D. E. MOORE was in contact with Mr. Van Pelt of the Bureau, I do not recall that the fact that SA [] initials were on this letter was discussed.

On March 11, 1955, Supervisor [] advised me that Mr. MOORE wanted to see me in his office. I asked Mr. [] if SA [] was needed inasmuch as he was familiar with the corrected paragraph and the file in general. Mr. [] said to bring [] along. Upon arriving in Mr. MOORE'S office, Mr. MOORE stated that he had received a phone call from Mr. VAN PELT, who requested to know who approved the routing slip to the Bureau dated February 2, the letter dated February 4, and the letter dated February 28. Mr. MOORE was advised by me that I had approved b6

the routing slip and the letter of February 4. Mr. MOORE also asked me why I did not submit explanations concerning the amended pages. I advised that inasmuch as I did not feel an error had been made and inasmuch as I felt the paragraph was clear, I did not see any reason for submitting an explanation or recommending administrative action. I further advised that the pages were submitted to clarify the wording so there could be no question about it.

When Mr. MOORE called Mr. VAN PELT, he conveyed to him my explanation. I do not recall that any mention was made regarding SA [redacted] b6

Office Memorandum • UNITED STATES GOVERNMENT

TO : Inspector B. C. BROWN (100-102987) DATE: 4/16/55
FROM : [redacted] SA b6
SUBJECT: [redacted] was
SM - C

Reference is made to NY let dated 2/4/55 and its preparation.

When form 0-17 was received in NYO on 1/20/55 making reference to page two, paragraph three, line eight, of the report of SA VICTOR CARRELLI dated 6/19/53 stating that the Bureau had changed the date 1932 to 1942 and instructing NYO to so change their copies, it was noted by the writer that 1932 was the correct date and that making the change would be incorrect. The writer took the 0-17 and the case file to his supervisor [redacted]. The writer explained to Supervisor [redacted] that 1932 was the correct date and that he received the meaning that SA CARRELLI intended to convey, however, he could see that to someone not so familiar with the case, there could be some question concerning the date 1932. Supervisor [redacted] agreed and stated that since the date 1932 was not in error, the only way to resolve any possible question concerning the meaning was to re-word the paragraph. The writer re-worded the paragraph, Supervisor [redacted] approved the re-wording, and the file was dispatched to the Steno Pool for the typing of the amended page. b6

When the amended page was returned from the Steno Pool to Supervisor [redacted] he called the writer into his office, told him that the pages would have to go by letter of transmittal and asked the writer for the form 0-17 so that he could make reference to it in the letter. The writer produced the 0-17 and Supervisor [redacted] told him to wait and take the letter to one of the stenographers attached to Section 12 to have it typed. Supervisor [redacted] rough drafted the body of the letter as it appears in the file. Supervisor [redacted] stated to the writer that since no error was involved, no mention was being made of administrative action. To the best of the writer's knowledge, Supervisor [redacted] did not rough draft the heading for the letter but the writer rough drafted the heading at the top of the page on which Supervisor [redacted] had rough drafted the body of the letter, and carried it to a stenographer to be typed. b6

FHS:CDH
(5)

Office Memorandum • UNITED STATES GOVERNMENT

TO : Inspector B. C. BROWN (100-102987) DATE: 4/16/55

FROM : *WJA* [redacted] SA ^{b6}

SUBJECT: [redacted] was
SM - C

Reference is made to telephone calls made by ASAC D. E. MOORE to the Bureau, at which time the writer was present in Mr. MOORE's office.

On 3/10/55, ASAC D. E. MOORE called the following special agents into his office:

Supervisors [redacted] Relief ^{b6}
Supervisor [redacted] and the writer.

Mr. MOORE advised these special agents that Inspector VAN PELT had called from the Bureau and asked that he telephone the Bureau the explanations of the agent who wrote the report in the captioned case dated 6/19/53, and the approving supervisor, whose initials appeared thereon. Mr. MOORE stated that he wanted the above named individuals present in the event Inspector VAN PELT had any further questions concerning the case.

Mr. MOORE asked for the explanations of SA VICTOR CARRELLI, who wrote the above mentioned report, and Relief Supervisor [redacted] whose initials appeared thereon, and these explanations were handed him by SA [redacted]. Mr. MOORE placed a call to Inspector VAN PELT at the Bureau. When the call was put through, Mr. MOORE addressed the person ^{b6} to whom he was talking as Mr. VAN PELT. Mr. MOORE advised Inspector VAN PELT that he had the explanations that Inspector VAN PELT had asked for and quoted SA CARRELLI's explanation to the Inspector over the telephone. Mr. MOORE told Inspector VAN PELT that SA [redacted] explanation was in substance the same as CARRELLI's. The writer does not recall any other items of conversation during this telephone call.

Immediately following this call, Mr. MOORE called his secretary into his office and dictated a memorandum for the file concerning the call. Mr. MOORE requested that the special agents remain while he dictated, so that no inaccuracies would be dictated.

FHS:CDH
(5)

Wm. H. Brown
4/16/55
100-102987-100

Memo
NY 100-102987

4/16/55

On 3/11/55, Mr. MOORE requested the same special agents, with the exception of SA [redacted], to return to his office. When we arrived at his office, Mr. MOORE advised us that Inspector VAN PELT had called that morning and wanted to know why the NYO did not prepare explanations concerning amended pages and who in the NYO approved routing slip to the Bureau dated 2/2/55, the letter dated 2/4/55, and the letter dated 2/28/55. Mr. MOORE placed a call to the Inspector at the Bureau. When the call was put through, Mr. MOORE addressed the person to whom he was talking as Mr. VAN PELT. From conversation, it was apparent that Mr. VAN PELT was asking Mr. MOORE specific questions. Mr. MOORE would turn to those present and apparently repeat Mr. VAN PELT's question to the special agents, an answer would be given him, whereupon Mr. MOORE would relay this answer to Mr. VAN PELT. b6

Mr. MOORE questioned the special agents in regard to the routing slip dated 2/2/55 and the letter dated 2/4/55 and Supervisor [redacted] advised Mr. MOORE that he approved these communications. Mr. MOORE related this information to Mr. VAN PELT. Mr. MOORE questioned the agents concerning the letter dated 2/28/55, whereupon Supervisor [redacted] advised Mr. MOORE that he dictated the letter and Mr. MOORE further advised Inspector VAN PELT, that he (Mr. MOORE) and ASAC ARTHUR J. MARCHESSAULT, approved that communication. At this time, Mr. MOORE advised Mr. VAN PELT that SAC KELLY had stated that he was aware of and approved the content of the letter dated 2/28/55. b6

Concerning reasons explanations were not secured concerning the amended page, Mr. MOORE questioned the special agents and advised Mr. VAN PELT that it was our feeling at the time, that there had been no error but that the amended page was submitted to clear up any possible question concerning the meaning of the paragraph. Immediately following the telephone conversation, Mr. MOORE called in his secretary and dictated to her that which had transpired. This memorandum is incorporated in the case file on the subject. Mr. MOORE

Memo
NY 100-102987

4/16/55

requested that the above special agents remain while he dictated and listen carefully to what he said so that no inaccuracies would be dictated. The writer recalls no further details concerning this telephone conversation.

The writer has refreshed his memory from review of the case file for the preparation of this memo.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Inspector B. C. BROWN (100-102987)

DATE: 4/16/55

FROM : D. E. MOORE, ASAC

SUBJECT: [REDACTED]

b6
was

SM - C

In accordance with your request, there is set forth below my recollections concerning information furnished telephonically to Inspector H. C. VAN PELT at the Bureau, concerning this matter and specifically concerning any explanations submitted by SA [REDACTED] in this matter. b6

It is noted my recollections have been refreshed from memoranda prepared by me under date of 3/9,10,11/55.

On the morning of 3/11/55, Mr. VAN PELT telephonically requested that he be advised who, in the NYO, approved the routing slip to the Bureau dated 2/2/55, the letter dated 2/4/55 and the letter dated 2/28/55 in this matter. He also requested that we advise the reason the NYO did not obtain explanations concerning the amended page and submit them at the time of the previous letter. I did not have the file at the time and immediately following Mr. VAN PELT's call, called Coordinating Staff Supervisor [REDACTED] and requested that he bring the file and also have the personnel involved come to my office so that Inspector VAN PELT's questions could be answered. Mr. MILLER and Assistant Supervisor [REDACTED] and SA [REDACTED] did come to my office with the file in this case. I am not certain whether SA [REDACTED] was present on this occasion or not, but I recall he had been present in my office on a previous call to Inspector VAN PELT. I also telephonically checked with ASAC ARTHUR J. MARCHESSAULT and SAC JAMES J. KELLY concerning the approval of the letter of 2/28/55. b6

I then telephonically contacted Inspector VAN PELT and furnished him the answers to his questions. I advised him that the routing slip of 2/2/55 and the letter of 2/4/55 were approved by Supervisor [REDACTED]. I advised him that the letter of 2/28/55 was dictated by Staff Supervisor [REDACTED] and approved by myself and ASAC ARTHUR J. MARCHESSAULT, and that SAC KELLY had stated that he was aware of the contents b6

DEM:CDH

(5) *cdh*

22
19/5/55
100-102987

3-APR
NIC

Memo
NY 100-102987

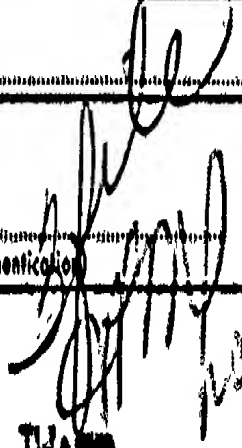
4/16/55

of our letter of 2/28/55 and approved it.

With regard to explanations, I do not recall furnishing any individual explanations on this date for any of the personnel involved and as I recall, I stated the reasons no explanations were secured was that it was our thought at the time that there had not been any error and that the amended page was submitted to resolve any possible question concerning the meaning of the report in question. I do not recall asking SA [] for any specific explanation and in fact, recall checking with all present in a group, as to whether that was the answer as to why no explanations were secured. It is my recollection that all present expressed agreement on this point. Again I state, however, that I did not ask SA [] to submit to me any explanations concerning this matter. b6

With regard to any specific questioning of SA [] as to whether he prepared the letter of 2/4/55, I recall during one conversation with Inspector VAN PELT, I furnished the first name [] for an individual who had been connected with this matter in some way, and I was informed by those present, I believe specifically by Supervisor [], that the first name should be []. It is noted that the first name of both SA [] and SA [] is []. I have talked to SA [] concerning this matter and he advised that he recalled this and he recalled that it pertains to SA []. b6

I have no specific recollections concerning this matter and remember at the time that I had the personnel present, inasmuch as I did not have written explanations from them I wanted to make certain that any information furnished the Bureau was correct, I also asked them to remain while I dictated the memorandum which is dated 3/11/55. This they did.

1. Agency and organizational designations U.S. Department of Justice Federal Bureau of Investigation				2. Pay roll period		3. Block No.		4. Slip No. 28690	
5. Employee's name (and social security account number when appropriate) DONALD E. MOORE 02997				6. Grade and salary FIELD SA GS 14 \$9800					
PAY ROLL CHANGE DATA									
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.	NET PAY
7. Previous normal									
8. New normal									
9. Pay this period									
10. Remarks:						11. Appropriation(s)		12. Prepared by	
								13. Audited by	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase									
14. Effective date 6-5-55	15. Date last equivalent increase 12-6-53	16. Old salary rate \$9600	17. New salary rate \$9800	18. Performance rating is satisfactory or better.					
19. LWOP date (Fill in appropriate spaces covering LWOP during following periods) 5 MAY 20 1955				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.					
<input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP				(Signature or other authentication)  Initials of Clerk					
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulations No. 102				PAY ROLL CHANGE SLIP—PERSONNEL COPY					

May 31, 1955

PERSONAL AND CONFIDENTIAL

0
Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

The attention of the Bureau has been directed to the fact that a supervisor assigned to your division in the New York Office has been utilizing an improper and inaccurate method to compute agent time in the office averages. As a result of this inefficiency the Bureau was furnished inaccurate information. As Assistant Special Agent in Charge it is your responsibility to see to it that such important administrative functions are properly handled by employees under your supervision. Your failure to do so in this instance is of grave concern to the Bureau.

You will be expected to take immediate steps to insure that all matters under your supervision are efficiently and properly handled.

Very truly yours,

J. Edgar Hoover

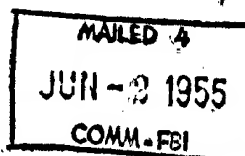
John Edgar Hoover
Director

NEM:dek
(5)
CC: SAC, New York (Personal Attention)
SOG New York Field Office File

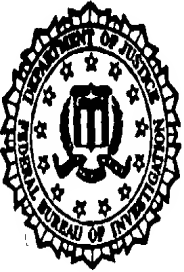
Based on memo from Mr. Harbo to Mr. Tolson dated 5/23/55
ATH:JTB

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Tolloman _____
Gandy _____

53 JUN 9 1955



RECEIVED READING ROOM
MAY 31 3 39 PM '55
67-191804-182
Searched _____
Numbered _____
JUN 6 1955
FEDERAL BUREAU OF INVESTIGATION



FD-253 (11-22-54)

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to
File No.Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

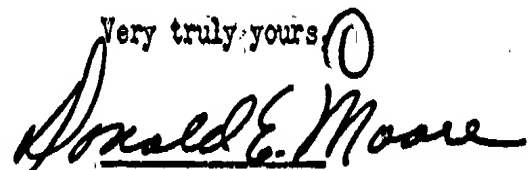
Name MRS. DONALD E. MOORE Relationship WIFE Date 5/7/55
Address 692 HUNT LANE, MANHASSET, N.Y.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name SAME AS ABOVE Relationship _____ Date 5/7/55
Address _____

NOT RECORDED

Very truly yours


Special Agent

JUN 2 1955

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *W*

DATE: 5/23/55

FROM : R. T. Harbo *RD*

SUBJECT: ASAC DONALD E. MOORE, NEW YORK OFFICE
DIVISION IV, (INTERNAL SECURITY)
EOD: 3/10/41, GS-14 AT \$9,600
NON-VETERAN, NOT ON PROBATION
INCORRECT SUBMISSION OF TIME IN OFFICE FIGURES

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Clegg _____
Glavin _____
Ladd _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

BACKGROUND

The New York Office reported to the Bureau, by letter dated 3/10/55, that the over-all average for Agents' time in office for January, 1955, was 28.1 per cent, and for February, 1955, was 27 per cent. The Director, when he last saw SAC Kelly, expressed his concern over aforementioned figures; told Kelly they were too high. Recomputation by New York Office, at Inspector's instructions, now reflects figures to be 38.4 per cent for January, 1955, and 40.2 per cent for February, 1955. No intent to deceive is indicated.

Errors of two types occurred in computing the time in office figures: (1) Incorrect method of computing over-all office average from individual section averages; (2) Incorrect method of computing the individual section average by five of the eleven supervisors whose section averages were included in New York letter 3/10/55. (New York required to submit time in office for only 11 of the 16 sections since the remaining sections consist only of Agents assigned full time to authorized duties within office.) Responsibility fixed by Inspector. Individual memoranda submitted as to personnel involved.

RECORDED - 144

SPECIFIC WEAKNESS CHARGEABLE TO ASAC MOORE

Charge: ASAC Moore is charged with inadequate supervision in that a supervisor in his division (Supervisor [redacted] Section 7, Internal Security) was one of the 5 supervisors who submitted incorrect section time in office figures for January and February, 1955. b6

67-191804-183	
Searched
Numbered	144
JUN 6 1955	
FEDERAL BUREAU OF INVESTIGATION	

Attachment

cc: Mr. Mohr

ATH 53 JUN 8 1955
(8)

John W. Moore
5-31-55 mem-balc

3/9/55
mem-balc

The method used by Supervisor [redacted] was to obtain from each agent a percentage figure representing agent's average time in office for the month. The monthly section average was then determined by adding the averages of the agents on the section and dividing by the number of agents without regard to the number of days worked by each agent. The result so obtained represented an unweighted "average of an average" and was arithmetically incorrect. b6

Explanation: ASAC Moore explains that through misunderstanding the improper method of computing the time in office for Supervisor [redacted] section was used. b6

CONCLUSION

ASAC Moore should have assured himself that the method being used by SA [redacted] was entirely proper in arriving at a correct average time in office figure to be submitted for his section to the Bureau. This was an important administrative function he should have properly discharged. The Bureau was misinformed as to one of the section averages because of his failure to adequately discharge his administrative responsibilities.

RECOMMENDATION

As to ASAC Moore Censure.

RA

Agree
JPM
5/24

Jed
5/24

I agree
L.

5/25 JPM

Agree
JPM
5/25

(PERMANENT BRIEF ATTACHED)

June 20, 1955

Personal and Confidential

Mr. Donald E. Moore
Federal Bureau of Investigation
New York 7, New York

Dear Mr. Moore:

During the inspection of the New York Office, which was recently concluded, it was necessary to prepare ten substantive case write-ups out of one thousand and eighty-five pending and closed files reviewed in your division. This is an excessively high number of substantive errors and reflects a need for much tighter supervision on your part.

As Assistant Special Agent in Charge of the New York Office you share the over-all responsibility of the Special Agent in Charge. The extremely low production of the New York Office is partially chargeable to your division. It is imperative that you afford the tightest supervision possible to each Agent in your division in order to increase the production. You must assure yourself also that the time of every Agent in your division is used to maximum advantage and that no unnecessary time is spent in the office during regular working hours.

RECORDED-149

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

cc-SAC, New York

CC: Mr. Mohr (Attention Mr. H. L. Edwards) (sent report)

Based on memo Harbo to Tolson dated 6-14-55. BCB:raf

BCB:lab
(6)

COMM - FBI
JUN 20 1955
MAILED 31

67 JUN 22 1955

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Clegg _____
Glavin _____
Ladd _____
Rosen _____
Tracy _____
Harbo _____
Mohr _____
Tele. Rm. _____
Holloman _____
Gandy _____

191804-184
149
JUN 21 1955
RB
B-3

DONALD E. MOORE
GS-14, \$9600
NON-VETERAN

ASAC, DIVISION IV
EOD: 3/10/41

SAC KELLY:

Mr. Moore is Assistant Special Agent in Charge of Division IV, which handles the big bulk of the Communist investigations of the New York Office. He has 443 Agents in his Division, who handle approximately 5,000 cases. Also handled in this division is the New York Office investigation of CP Underground activities, in which New York has secured some excellent results.

ASAC Moore has shown executive and administrative ability, has a very pleasing personality, is well regarded by those with whom he comes in contact, and I feel that he is capable of assuming the duties of SAC. He is available for general or special assignment.

On 2/28/55 the Bureau brought to ASAC Moore's attention his over-all responsibility involving a matter in which two Agents under his supervision handled two informants in a most inadequate fashion. On 4/22/55 he was censured in connection with inadequate handling of a personnel matter.

ASAC Moore has been commended by the Bureau as follows:

In April 1954 he was commended in connection with his supervision of the Bank Robbery investigation and apprehension of subjects James Joseph Robert Minder, Jr., and Hugh Thomas Cox. On 11/9/54, New York personnel was commended for the investigation and subsequent apprehension of Martha Stone, Smith Act subject. This matter was within the investigative jurisdiction of Division IV and the actual apprehension was under the direct supervision of Mr. Moore. On 1/24/55, he was commended for the close supervision of various phases of the development of a highly confidential source relative to the security of the country. On 3/17/55, he was commended for his excellent services in connection with the investigation of a Theft from Interstate Shipment case involving Nathan Bluestein et al. On 3/9/55, the New York office was commended for the over-all results received during the past year in connection with Communist Underground activities. Since August 1954, this phase of the New York office operations has been under the direction and supervision of Mr. Moore.

New York Inspection

4/26/55

26 JUN 28 1955
6E

NOT RECORDED
2-11
7-4

On 4/11/55, Mr. Moore was censured for inadequate performance in connection with the furnishing of insufficient explanation and recommendations regarding administrative action relative to deficiency in a New York report.

On 5/31/55, Mr. Moore was censured in connection with improper and inaccurate method utilized to compute agent time in office by a supervisor in his division, as a result of which the Bureau was furnished inaccurate information.

INSPECTOR BROWN: ASAC Moore is in charge of Division IV, composed of section 7 (Internal Security) and section 12 (Security Matters). Errors of substance were found in 10 cases out of 1,085 pending and closed files reviewed in Moore's Division, or .92%. Fifty-six files, or 5.1% contained errors of form. One of the supervisors in Moore's Division incorrectly computed agents' time in office for January and February, for which Moore was censured 5/31/55. Moore was censured 4/22/55 for incorrectly identifying to the Bureau an agent in the New York Office who had prepared a communication in the Elizabeth Kovacs Friedman investigation. Moore is considered a sincere, loyal, hardworking ASAC who is capable of functioning as SAC of a small to medium sized office.

RECOMMENDATION: As to SAC Moore ... censure for the ten case write-ups in his division. (This recommendation was fully set forth in the summary memorandum from Mr. Harbo to Mr. Tolson dated June 14, 1955)

Letter to Moore
6/20/55 BCB

FOR THE FILE OF:
MOORE, DONALD E.

Routing Slip
FD-4 (8-18-54)

Date 6/17/55

To

☒ Director

FILE #

Att.

Title

☐ SAC

☐ ASAC

☐ Supv.

☐ Agent

☐ SE

☐ CC

☐ Steno

☐ Clerk

ACTION DESIRED

☐ Reassign to

☐ Initial & return

☐ Open Case

☐ Send Serials

☐ Search & return

☐ Expedite

☐ Submit report by

☐ Recharge serials

☐ Correct

☐ Submit new charge-out

☐ Prepare tickler

☐ Call me

☐ Leads need attention

☐ Return serials

☐ See me

☐ Return with explanation or notation as to action taken.

☐ Acknowledge

☐ Type

☐ Bring file

☐ File

☐ Delinquent

ATTACHED, FOR APPROVAL, SF-71 OF ASAC DONALD E.
MOORE COVERING ANNUAL LEAVE, 7/18-29/55.

Addendum: Address while on leave is
692 Hunt Lane
Manhasset, New York

*See advised
6-23-55
Gm*

*OK new
K.S.
Travel
ENCL.*

2

*Get it
Leave office
Gm*

SAC

Office

NYC

STAT. SECT.

53 JUN 27 1955

*3 Gm
paulant*

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: July 7, 1955

FROM : J. P. MOHR

SUBJECT: DONALD EDGAR MOORE
 Assistant Special Agent in Charge
 Security Division
 New York Office

Tolson _____
 Boardman _____
 Nichols _____
 Belmont _____
 Harbo _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Sizoo _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

RE: REALLOCATION

By memorandum dated February 2, 1955, Mr. Moore was considered for reallocation to Grade GS-15; however, it was recommended and approved that he be reconsidered after an inspection of the New York Office. Mr. Moore is the only ASAC in the New York Office not in Grade 15.

The New York Inspection was completed in June, 1955, and the various functions of the office were rated as follows:

PHYSICAL CONDITION AND MAINTENANCE....GOOD
 INVESTIGATIVE OPERATIONS.....FAIR
 ADMINISTRATIVE OPERATIONS.....GOOD
 PERSONNEL MATTERS.....GOOD
 CONTACTS.....VERY GOOD

Inspector Brown said that Mr. Moore was considered a sincere, loyal, hardworking ASAC who was capable of functioning as SAC of a small to medium sized office. In this connection the Director noted, "I cannot accept this evaluation H."

As a result of the inspection, Mr. Moore was censured June 20, 1955. It was found his division had ten substantive case write-ups and this was considered excessive. He was advised that as ASAC of the New York Office he shared the over-all responsibility of the SAC.

In addition, Mr. Moore has been censured on four other occasions since assuming his duties as ASAC and during the same period of time, he was commended on two occasions.

RECOMMENDATION

RECORDED - 143

67-191804-185

SEARCHED

INDEXED

The New York Office is due for a recheck inspection in October, 1955, and therefore, I recommend no action be taken to reallocate Mr. Moore at this time and that he be reconsidered after the recheck inspection.

Enclosure

ERC:gt

67 JUL 14 1955

A PERMANENT BRIEF OF MOORE'S FILE IS ATTACHED.

Office Memorandum

UNITED STATES

DATE: 6/24/55

TO :

Mr. Tolson

FROM :

R. T. Harbo

SUBJECT :

NEW YORK INSPECTION
INSPECTOR E. C. BROWN
4/12 - 6/4/55

Tolson
Boardman
Belmont
Clegg
Glavin
Ladd
Nichols
Rosen
Tracy
Harbo
Mohr
Winterrowd
Tele. Room
Holloman
Gandy

New York was last inspected in November and December, 1953 (recheck). James J. Kelly has been SAC since 1/29/54.

SUMMARY

PHYSICAL CONDITION AND MAINTENANCE

- (1) Space is crowded but organized for maximum efficiency under the circumstances; remodeling and construction of new space on East 69th Street is progressing on schedule; will be ready for occupancy in March, 1956.
- (2) SAC directed to have 5 metal floor bars on fire escape landings repaired, to prevent possible accident; 2 girls instead of 1 designated to handle heavy soda-acid type fire extinguishers on floors occupied principally by females. Two fire extinguishers in basement exhibit vault failed to function properly; these extinguishers were last inspected more than a year ago; extinguishers are to be inspected annually. One extinguisher in warehouse last inspected 9/24/52. ASAC MacLennan explained the General Services Administration (GSA) is responsible for filling fire extinguishers; Inspector considers SAC and staff have responsibility to follow GSA on matters affecting safety of personnel and property.
- (3) Security Patrol report covering 3 p.m. to midnight shift for 24 days between 1/1 and 4/15/55 could not be located; personnel claim Security Patrols made; alarm system of control installed by Inspector.
- (4) Inspection of 60 out of 178 cars disclosed 15, or 25%, with minor delinquencies, not affecting safe operation; all delinquencies corrected. Clerical staff was ordering new license plates upon verbal request of any supervisor.

cc Mr. Mohr (attention to Mr. Tolson)
Enclosure
BCB:raf
(89)

508 JUL 14 1955

5145

Memorandum to Mr. Tolson

responsibility now fixed upon ASACs to approve minor requests, which must be in writing.

INVESTIGATIVE OPERATIONS..... PAIR

- (1) Case load as of 11/54 was 10,650, of which 22.4% were delinquent. Case load as of 4/55, 10,834, of which 25.69% were delinquent; field average was 18.05%. As of April, New York had 5,445 active security-type cases of which 35.7% were delinquent; this was an increase from 26.4% in 12/54, attributed by SAC to Harvey Matusow case and other "specials."
- (2) Each clerk had pending an average of between 1 and 2 days work, higher than desirable but not seriously affecting efficiency; addition of new clerks in June and July will correct situation.
- (3) Although no dictation remained untranscribed for over 5 days, office was controlling situation by curtailing dictation; addition of stenographers from June graduating classes will correct matter.
Just what does this mean - "curtailing dictation"
- (4) Of 133 fugitive-type cases reviewed, 9 deadlines missed, or 6.7%, low.)
- (5) New York was responsible for missing deadlines in 54 out of 247 recently closed applicant-type cases (21.9%), a high percentage; additional agents have now been assigned to applicant work.
- (6) Thirty-two errors of substance in 3,496 pending and closed files reviewed; percentage of substantive errors .91 (higher than average); 19 case write-ups (included in the 32) involved discrepancies between original records which had been checked by our New York liaison employees and the completed investigative reports.
- (7) New York late submitting 41 out of 97 supplemental summary memoranda in Top Hoodlum Coverage Program between 9/1/54 and 5/1/55; delay varied from 1 day to 70 days.
- (8) Communist Party membership in New York Division estimated 11,123; Security Index has 7,121 individuals, of whom 101 are missing, including 6 top functionaries, 17 key figures, and 9 Smith Act subjects (3 of whom are also top functionaries and 6 of whom are also key figures); location of 2 of the

Memorandum to Mr. Tolson

top functionaries and 2 of the key figures has been lost since SAC Kelly took charge of New York Office.

- (9) a. New York has recently re-evaluated all Security Informants, resulting in downgrading of some. Net result: Security Informants have decreased from 76 to 56, and potential Security Informants have decreased from 61 to 13, as compared to figures of last inspection.
- b. On other hand, confidential sources increased from 113 to 149, and panel sources increased from 33 to 45, since last inspection.
- c. No Security Informants in Bay Shore, Staten Island, or Surfern Resident Agencies; insufficient security coverage in Mineola Resident Agency.
- d. SAC was instructed by Inspector to advise Bureau by 8/31 progress of Resident Agencies in developing Informants; to submit recommendations concerning removal of any Resident Agent not fully meeting informant development responsibilities.
- e. Over-all program rated good; decrease in Informants principally due to recent re-evaluation and downgrading; 6 informants rated excellent, 12 very good, 37 good, 2 fair.
- (10) a. Approved criminal informants increased from 46 to 61 or 32.6% since last inspection.
- b. Potential criminal informants decreased from 590 to 458 or 23.1% since last inspection.
- c. All 8 Resident Agencies had at least one approved informant.
- d. Inadequate informant coverage in Bankruptcy, Fraud Against the Government, and Interstate Transportation of Obscene Matters, all New York City.
- e. Inadequate coverage in Interstate Transportation of Stolen Motor Vehicles in Staten Island Resident Agency.
- f. Increased coverage needed among air lines and air freight terminals with regard to theft from Interstate shipment matters.

Memorandum to Mr. Tolson

- g. Over-all program rated very good; 7 informants rated excellent, 19 very good, 34 good, 1 fair.

- (11) SAC Kelly censured and placed on probation and administrative action taken against other supervisors and agent personnel in May, 1955, for inexcusable weaknesses in supervision and execution of surveillances under the program of espionage and foreign intelligence investigations (Intensified Coverage of Satellite and Yugoslav Officials); specific delinquencies called to attention of SAC Kelly and staff. This matter fully handled.

ADMINISTRATIVE OPERATIONS GOOD

- Handled
8/28
7/1*
- (1) Total full-time supervisory personnel 54, including SAC and 4 ASACs; 3 full-time street surveillance supervisors approved during inspection to provide tight supervision of surveillances; SAC and staff should have recognized this need and recommended supervisors earlier. Bureau is considering proposed supervisory reorganization of the 2 Security Divisions at New York, promoting 2 assistant supervisors in each Division to staff supervisory status, to shorten chain of command and afford more direct control by ASACs.
- (2) Interview of 324 agents and supervisory personnel, and a study of file review sheets in agent personnel folders indicate supervisory file reviews being conducted as prescribed with good effect.
- (3) Due to erroneous methods of computation, New York advised Bureau, by letter 3-10-55, agents over-all average time in office for January, 1955, was 28.1% and for February 27%. Recomputation upon Inspector's instructions, correct figures were 38.4% for January and 40.2% for February. Administrative action against responsible personnel handled by separate memoranda. Time in office for March averaged 37.3%, still excessive.
- (4) Production low - agents having cases assigned, closed an average of 3.46 per agent for February, 4.03 for March, and 4.19 for April, 1955, as compared to Field average of 8.47, 9.28, and 8.54 for each of the months, respectively.
- (5) File Review Unit is short 9 of its authorized quota of 39; unit will be brought to strength as additional clerical employees are recruited; Inspector concluded production of Correlation Unit of 22 persons (GS-5) could be increased through use of 5 typists (GS-3) to copy lengthy excerpts,

Memorandum to Mr. Tolson

instead of having correlators type them; SAC will experiment when additional typists recruited; increased agent production should result from increased file review and correlation production.

- (6) Incomplete entries noted in 125 out of 2,944 No. 3 register cards prepared by 128 agents (about average) and in 14 daily reports out of 739 reviewed (lower than average delinquency).
- (7) Of 22 secretaries, 14 were not submitting daily reports regularly, as required, according to a survey covering period 3-25 - 4-14-55.
- (8) Stenographic production averaged 2.6 pages per hour per stenographer and 2.5 per typist, considerably below the average of 3.36 pages per hour established in 15 inspections of other offices. Inspector directed stenographic group supervisors to exercise tighter control.
- (9) A 4-day survey of mail received at the New Case Desk reflected that of 740 pieces of mail received for new case opening, 40 items, or 5.4%, were returned to supervisory personnel for some action before the case could be opened; principal error was failure to have name searched in indices.
- (10) Check of 5,000 index cards in groups of 100 cards, selected at random, disclosed a total of 35 cards or .7% misfiled by one or more cards. Of the 35 misfiled cards, 20 were misfiled by less than 4 cards.
- (11) Errors of form, 5.2% (about average) found in 184 out of 3,496 files reviewed; 58% of these attributed to clerks; 42% chargeable to agents.
- (12) Expense vouchers of 5 out of 50 agents checked for March, 1955, showed incomplete entries, none affecting amount of per diem claimed.
- (13) A survey, 4-26 - 30-55, showed night supervisors (4 p.m. - midnight) approved 292 outgoing teletypes and airtels, in most instances without benefit of the file; in 146 instances a communication had been prepared between 8 a.m. and 6:30 p.m.; Inspector instructed additional messenger runs in late afternoon to deliver outgoing communications to regular supervisory personnel and earlier dictation by all personnel encouraged, in order to afford tighter supervision of outgoing communications.

Memorandum to Mr. Tolson

- (14) Non-fixed communication costs increased from average of \$4.60 per agent per month for July, 1954, to \$5.03 in January, 1955, or 9.3%; office attributed rise to specials, such as Harvey Matusow matter.
- (15) A review of 100 confidential payments made during the year 1954 and January, 1955, reflected 6 payments, 5 of \$15 each, and 1 of \$10, which were of a "token type" (voluntary gifts for services rendered throughout the year, rather than payments for specific services); all of these had been made prior to issuance of SAC Letter 55-28 dated 4-8-55, which precludes such payments.
- (16) Office has not yet located more suitable emergency relocation site than the Readers' Digest location, Chappaqua, New York, near numerous key facilities; although SAC Letter 55-7, 2-1-55 discontinued plan to install blackout units in Bureau automotive equipment during an emergency, New York instructions to that effect had not been deleted from New York war plans; only 21.6% (Bureau requires 25%) of office personnel is currently qualified in Red Cross first aid training; and certificates of 5 fire arms instructors had expired. New York Office instructed to correct delinquencies immediately.
- (17) In criminal statistics, for first 10 months of fiscal year 1955, office showed increase of 38.9% in convictions, increase of 15.0% in fines, savings, and recoveries; a decrease of 37.8% in fugitives apprehended; and a decrease of 19.1% in automobiles recovered as compared to similar period in fiscal year 1954. Field average decrease for same period is 27.2% in fugitives located, and 7.0% in cars recovered.
- (18) Review of 912 security matter files reflected 61 outgoing communications which were not designated as "registered mail" as required by Bureau instructions. Office states all security mail to Bureau and other offices is registered, even though not so marked. Inspector instructed strict compliance with regulations.
- (19) New York assigns 9 Special Agents to complaint duty (on workdays or workday nights) for 3 months at a time; (average: 4 - day shift; 3 - night shift; 2 - midnight shift). Complaint agents also responsible for office security after hours. Inspector found insufficient duties being assigned to keep all employees occupied throughout each shift and instructed SAC to assign additional duties immediately.

Memorandum to Mr. Tolson

- (20) New York had not recommended to the Bureau the inclusion in the Single Fingerprint Files of the fingerprints of 21 of its Top Hoodlums; Inspector instructed such action be taken immediately.
- (21) Of 92 Special Agent Accountants assigned to the New York Office, 32 are considered fully qualified, 14 experienced, 45 have limited experience, and 1 has had no Bureau accounting experience; 40 are assigned to the Accounting Section; SAC instructed to train all accountants as rapidly as possible.
- (22) New York office in April, 1955, revised the working guide for stenographers (a supplement to Bureau's "Manual for Field Stenographers") and duplicated certain material contained in the Bureau's manual, contrary to SAC Letter 54-27; office now agrees it has no further need for its own working guide for stenographers. Some obsolete material was noted in New York Office "Instructional Guide for Supervisors Assigned to Duty During Non-work Hours"; Inspector instructed immediate correction.
- (23) Audit of Imprest Fund of \$3,000 on 5-25-55 showed it was in balance; however, a backlog of more than \$6,000 in unpaid vouchers was on hand on May 2, 1955; of 127 subvouchers included in the reimbursement voucher of 5-18-55, 116 requests for reimbursement by agents were honored more than 30 days after submission and 23 of these 116 were honored more than 40 days after submission; these represented delays in reimbursing agents for official expenditures; Inspector instructed office to request Bureau to increase the amount of Imprest Fund in event office cannot keep payments current with present fund.

Handwritten: I want to know more about this. &
PERSONNEL MATTERS GOOD

- (1) All agents passed examinations; 1 radio communications officer failed radio code sending test; and 7 employees failed typing test during inspection.
- (2) Inadequate note taking by agents observed at 4 section and squad conferences; since these conferences replace semiannual agents' conferences (an exception Bureau made New York Office because of space limitations); Inspector instructed adequate notes be taken as required for semiannual agents' conferences and closer supervision be afforded this matter.

Memorandum to Mr. Tolson

- (3) Bureau considers 136 agents have had inadequate testifying experience, and 4 of these have had no testifying experience. Office will afford moot court training to the 4 at once and will assign all to work having potential for prosecution as soon as possible.
- (4) At beginning of inspection, 4 agents were unavailable for transfer or general assignment; 1 became available during inspection interview, leaving 3 still unavailable.
- (5) As of 6/3/55 New York had net of 1,234 Special Agents, 25 Special Employees, and 527 clerical employees, for a total of 1,786. Office and Inspector considered investigative personnel adequate but not excessive. Office has need for 61 additional stenographers and typists, and 30 clerks which will be added as soon as June graduates become available. When these are added, clerk - agent ratio will be 43% (additional personnel approved by Bureau).
- (6) Of 38 position classifications postaudited, 7 were at sufficient variance with the described duties to warrant the submission of redescrptions or amendments and one warranted the submission of a new position description.
- (7) Voluntary overtime averaged 1 hour, 40 minutes per agent for the months of January, February, and March, 1955.
- (8) Inspector considered morale in New York Office about average except for those employees assigned to surveillance work, who were unsettled temporarily and uncertain as to the future, due to temporary interruption of the surveillance program.

CONTACTS VERY GOOD

- (1) Office has 81 SAC contacts approved, of whom SAC Kelly has developed 10; SAC personally acquainted with all.
- (2) New York Office made 406 speeches in 1954, and 103 from 1/1 to 4/26/55; office is complying strictly with provision of SAC Letter 55-19 (F) with reference to selectivity of speeches and reduction in number.
- (3) Relations with New York Police Department have improved materially in past year and liaison matters with other governmental agencies are being handled satisfactorily.

Memorandum to Mr. Tolson

- (4) There are 53 FBI National Academy graduates in New York Division active in law enforcement, 32 of whom are ranking officers in their respective departments; FBI National Academy associates are active and fully cooperative.
- (5) New York Division participated in 76 police schools in 1954, 21 so far in 1955.

CONCLUSIONS

- (1) SAC James J. Kelly, EOD 3/3/41, GS-16 (\$12,000), non-veteran on probation since 5/6/55.

During the inspection, SAC Kelly was censured and placed on probation on 5/6/55 for inexcusable weaknesses in physical surveillances, as brought out by the Yugoslav protest over surveillances in New York. Kelly was censured 5/31/55 for having made insufficient inquiry into the circumstances of an attorney who attempted to identify an FBI automobile license; he was censured and continued on probation 5/31/55 for failure of New York Office to advise Bureau concerning receipt of technical intercepts dealing with the Yugoslav complaint. Both agent and stenographic production low; agent time in office high. Criminal statistics show a decrease in number of fugitives apprehended and automobiles recovered first 10 months of fiscal year 1955, as compared with similar period in fiscal year 1954. SAC Kelly has worked hard, as evidenced by his number 3 register cards from January 1 through May 31, 1955, which showed he worked an average of 12 hours, 10 minutes per day. His time was divided as follows: time in office, 67.1%; contacts, 16.6%; speeches, 3.4%; 1 National Academy and 3 Bank Robbery conference, 5.5%; investigations, 1.1%; apprehensions, .3%; surveillances, .5%; firearms, .9%; conference with United States Attorneys, .7%; inspecting Resident Agencies, .9%; conference at Washington, 2.4%; negotiating for new space, .6%. Although Kelly actually has spent an average of 8 hours a day in the office, it appears that his supervision has not been as tight as necessary to achieve maximum results.

- (2) ASAC Edward J. McCabe, EOD 1/2/35, GS-15 (\$11,050), non-veteran, not on probation.

McCabe is in charge of Division II which consists of section 2 (Miscellaneous Criminal), section 5 (General Criminal), section 8 (Liaison and Resident Agencies), section 9 (Accounting), and section 15 (Selective Service and Deserters). Three substantive errors were found in a total of 1,205 pending and closed files.

Memorandum to Mr. Tolson

reviewed in McCabe's Division, or .237%. Form errors amounted to 6.4%. Two supervisors in ASAC McCabe's Division used an incorrect method of computing agents' time in office in January and February, 1955, resulting in a letter of censure for McCabe on 5/31/55. He was also censured 5/31/55 for proposing a plan of action, without making sufficient inquiry into the background, in the instance of an attorney who attempted to identify an FBI automobile license plate. McCabe's Division delayed in submitting 41 out of 97 supplemental summary memoranda in the Top Hoodlum Coverage Program, between 9/1/54 and 5/1/55; delay varied from 1 to 70 days; 21 of the names of Top Hoodlums had not been submitted to the Bureau for inclusion in the Single Fingerprint File. Inspector considered McCabe a vigorous and capable administrator whose over-all performance is above average.

It is hard for me to share this view in face of preceding delinquencies.

(3) ASAC Ian D. MacLennan, EOD 8/25/41, GS-15 (\$10,800) non-veteran, on probation since 5/31/55. ASAC MacLennan has supervision over the Administrative Division which includes Chief Clerk's Office, stenographic pool, night supervisors, Applicant Section, Security of Government Employees' Section, Special Services and Contacts Section, and Training and Firearms Section. ASAC MacLennan had over-all responsibility for following delinquencies:

- a. Failure to follow General Services Administration on inspection of fire extinguishers, 3 of which had not been inspected within the past year and 2 of which were found inoperative on test.
- b. Failure of the office to locate 24 Security Patrol reports for the period 1/4 - 4/15/55.
- c. Minor delinquencies in 25% of automobiles inspected.
- d. Missed deadlines in 21.9% of 247 recently closed applicant-type cases.
- e. Shared responsibility with other supervisory personnel for submitting to Bureau on 3/10/55 erroneous figures for agents' time in office for months of January and February, 1955, for which he was censured on 6/1/55.
- f. Nine Special Agents assigned complaint duty had not been assigned sufficient duties to keep them fully occupied.
- g. One radio communications officer failed radio code sending text and 7 employees failed typing test during inspection.
- h. MacLennan was censured 4/28/55 for failing to see that a supervisor under his direction assigned sufficient manpower to the Edward Frederick Corsi case to meet Bureau deadline.
- i. MacLennan was censured and placed on probation 5/31/55 for failure to take prompt and decisive action with respect to an inquiry by an attorney concerning the identity of New York Office automobile No. 311.

Memorandum to Mr. Tolson.

ASAC MacLennan is experienced, capable, and aggressive. He is believed to be capable of administering a small to medium sized office, in spite of the delinquencies noted in his administration of his division in the New York Office.

I doubt this & certainly differ with Training Department of
(4) ASAC Donald E. Moore, EOD 3/10/41, GS-14 (\$9,800), non-veteran, not on probation.

ASAC Moore is in charge of Division IV, composed of section 7 (Internal Security) and section 12 (Security Matters). Errors of substance were found in 10 cases out of 1,085 pending and closed files reviewed in Moore's Division, or .92%. Fifty-six files, or 5.1% contained errors of form. One of the supervisors in Moore's Division incorrectly computed agents' time in office for January and February, for which Moore was censured 5/31/55. Moore was censured 4/22/55 for incorrectly identifying to the Bureau an agent in the New York Office who had prepared a communication in the [redacted] investigation. b6
Moore is considered a sincere, loyal, hardworking ASAC who is capable of functioning as SAC of a small to medium sized office.

I cannot accept this evaluation.
(5) ASAC William G. Simon replaced former ASAC A. J. Marchessault in charge of Division I during the inspection. Simon arrived in the New York Office 6/2/55 and the inspection was concluded 6/4/55, therefore, Simon is not considered responsible for any delinquencies noted during the inspection.

RECOMMENDATIONS:

(1) SAC James J. Kelly ... strong censure, and continue on probation. If approved, attached letter calling attention to major weaknesses noted during inspection will serve.

Memorandum for Mr. Tolson

(2) ASAC Edward J. McCabe ... no administrative action.

RE

He should be censured for derelictions occurring under his supervision.

(3) ASAC Ian D. MacLennan ... strong letter of censure and continue on probation. If approved, attached letter will serve.

RE

(4) ASAC Donald E. Moore ... censure for the 10 case write-ups in his division. If approved, attached letter will serve.

RE

(5) ASAC William G. Simon ... no administrative action, since he arrived in the New York Office at the conclusion of the inspection.

RE

Memorandum to Mr. Tolson.

(6) Recommendations concerning administrative action as to individual supervisors and other personnel are being handled by separate memoranda. *RE* ✓ ~~✓~~

OK. H.

(7) Recommendations concerning personnel to be considered for advancement being handled by separate memoranda. *RE*

OK. H.

(8) Recheck inspection in October, 1955.

RE

✓ *OK. H.*
from - msc
6/17 ~~✓~~

PERMANENT BRIEFS ATTACHED FOR SAC KELLY, ASACs MACLENNAN AND MOORE.

DONALD E. MOORE
EOD: 3/10/41
NON VETERAN

ASAC, DIVISION IV
GS-14
\$9800

SAC KELLY: ASAC Donald E. Moore is charged with the responsibility of Division IV of the New York office, which handles the bulk of the Communist investigations. This Division handles 3005 cases and has 469 Agents assigned. Within his Division also is handled the investigation of the Communist Underground Operations, in which New York has had very fine results.

Mr. Moore makes a very fine appearance, has a very pleasing personality, makes a favorable impression on those with whom he comes in contact not only within the Bureau but outside of the Bureau in business circles. He has an excellent knowledge of Bureau basic policies and procedures and handles his personnel firmly and well, and in general has shown administrative and executive ability. He is a hard worker, a loyal Bureau employee, and I believe capable of handling the duties of a Special Agent in Charge.

In September 1955 the office was in receipt of a commendatory letter from Mr. Hoover with regard to the apprehension of Max Morris Weiss, a Chicago fugitive in an Internal Security case, who was apprehended in New York. This case is under the supervision of Mr. Moore. Since the last inspection he has received no letters of censure.

NEW YORK RECHECK
11/1/55

JJK:MT

53 NOV 25 1955

2-1512
9/11/55

INSPECTOR B.C.BROWN: ASAC Donald E. Moore, GS-14, Nonveteran, not on probation. Two case write-ups prepared in 435 pending and closed files under Moore's over-all supervision, or .46% (10 case write-ups in 1,085 files, or .92% last inspection). Supervision of security cases shows improvement and delinquency reduced from 35.8% in July to 22.6% in September. New York was commended through SAC on 9/28/55 in connection with apprehension of Max Morris Weiss, a fugitive in Internal Security case (under Moore's direction). Highly confidential sources being worked effectively under Moore's direction. A slight improvement also noted in security informant coverage. Moore is only ASAC in New York not in GS-15 and appears to warrant promotion.

RECOMMENDATION: ASAC D. E. Moore...Consider for GS-15. (No action to be taken on this recommendation inasmuch as same recommendation appeared in memo Mason to Tolson, 11/18/55.)

HVP

b6
[Redacted]
Dover Plains, Dutchess Co., New York

September 12, 1955.

J. Edgar Hoover, Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

The attached copy of my letter to Mr. Kelly is, I believe, self-explanatory.

Our Club had its September meeting on Wednesday the 7th, and your Agent, Don Moore, appeared with the film "A Day with the F.B.I.". I thought you might be interested to know what a profound impression was made on the forty odd men assembled and how much the film was enjoyed.

I have had numerous telephone calls on the subject and the consensus seems to be that it was the best program ever presented at the Amity Club. Also, Mr. Moore spoke without notes and when the film was shown he answered innumerable questions in rapid and correct fashion.

Thank you all very much for making this interesting evening possible.

Sincerely,
[Redacted]

gag/cs

b6

May 16, 1955.

James J. Kelly, Special Agent in Charge
Federal Bureau of Investigation
290 Broadway
New York, N. Y.

Dear Mr. Kelly:

It so happens that one of your Special Agents, James J. McCarthy, 920 Dana Avenue, N. Valley Stream, N. Y., is my son-in-law, and I spoke with him recently about the possibility of obtaining from the Bureau either a film or a speaker for one of the meetings of a Club in Amenia, N. Y. of which I am the current president.

The name of the Club is "The Amity Club" and it was founded some fifty years ago by a group of business and professional men in that section of Dutchess County. The membership of fifty-five is a good cross section of the community.

We have monthly dinner meetings with the exception of July and August and meet the first Wednesday in each month. We try to have an interesting program and among the recent entertainment, so-called, was the showing of the film, "The Story of Colonel Drake", which we obtained from the good offices of the American Petroleum Institute; one of the department heads in the Division of Fish and Game Conservation of N. Y. State; a man who has spent many years in Boy Scout work, etc. and it would be, I am sure, particularly helpful to see and/or hear of the splendid work in which the F.B.I. is engaged.

Do you suppose this could be arranged for any first Wednesday in the months starting in September?

Thank you very much.

Sincerely,

b6


Dover Plains, N. Y.

September 16, 1955

[redacted] b6
Dover Plains, New York

Dear [redacted]:

Thank you for your kind letter of September 12, 1955, with enclosure, concerning the address of Assistant Special Agent in Charge Donald E. Moore, of our New York Office, on September 7, 1955.

I assure you that Mr. Moore enjoyed being with you on this occasion, and showing the film, "A Day With the FBI," and I am very appreciative of your commendatory statements. I am making available your thoughtful remarks to him.

Sincerely yours,

cc - New York, with copy of incoming and enclosure.

✓ ~~cc -~~ Personal file of ASAC Donald E. Moore, with copy of incoming and enclosure.



74 SEP 21 1955 54

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7-22-55

SAC, NEW YORK

PERSONAL AND CONFIDENTIAL

Director, FBI

INSPECTOR AIDES

Listed below are the Agents assigned to your division who are active Inspector Aides. You should not offer for an inspection assignment any other Agent who may have been formerly an Inspector Aide. This list is subject to change inasmuch as the Bureau is constantly seeking to retain only the best qualified men for Inspector Aide duties and does not desire to use as Aides men who do not wish to advance administratively or men who have been subjected to recent serious administrative action. If any of the Aides listed below do not wish to advance administratively you should forthwith advise the Bureau. Your communication should be marked for the attention of the Training and Inspection Division.

Donald E. Moore

E. J. McCabe

Lionel E. Belanger

William H. Burke

[Redacted]

Frank H. Donnelly

Arthur P. Duffy

[Redacted]

Lester O. Gallagher

[Redacted]

Samuel N. Jennings

James J. Kearney

Robert W. Knight

[Redacted]

John J. McKenna

I. D. MacLennan

[Redacted]

B. J. Connell

[Redacted]

Nicholas L. Dunbar

Mathias F. Erieg

[Redacted]

William F. Glossa

[Redacted]

Thomas P. Lynch

[Redacted]

Thomas F. Mitchell

Charles W. Miller

[Redacted]

EDM:mag
(4)

ORIGINAL FILED IN 67-72-7146

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Thomas J. McAndrews
John Joseph O'Brien
John W. O'Beirne
Nicholas J. Purchia
James J. Rogers
Francis J. Sandin

[REDACTED]

John V. Walsh

[REDACTED]

Blaze J. Tomasoni
Ralph DeSena

William E. Nummey
Daniel F. O'Connor
Joseph J. Palguta
Roger W. Robinson
John A. Ruhl
Constant L. Simonini
Arthur J. Trower, Jr.
Eugene W. Walsh
Thomas H. Sullivan

[REDACTED]
Charles D. Shores
Thornton M. Wood

November 23, 1955

Personal and Confidential

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

The recent development in the New York Office of some most valuable confidential sources of information relative to security matters has been extremely gratifying to me. You should indeed be commended for your contributions to this accomplishment.

I feel you discharged your duties in supervising the Internal Security Division of your office most capably in respect to this particular matter, and I want to advise you in this way of my appreciation for the splendid results.

Sincerely yours,

J. Edgar Hoover

CC: SAC, New York (Personal Attention) -- The sources referred to have supplied valuable information from CP National and New York State headquarters.

COMM - FBI

NOV 25 1955

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Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
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Rosen _____
Tamm _____
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Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

MOL:mol
(4)

Based on memo Edwards to Mohr 11/17/55 NEM:klm

Sources referred to supply valuable information from CP National and New York State headquarters.

DEC 1 1955

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RECORDED 141

FEDERAL BUREAU OF INVESTIGATION

Handwritten signatures and initials: *Moore*, *Edwards*, *klm*, *ERS*

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50-2064

Prepared by: *[Signature]*
Checked by: *[Signature]*
Filed by: *[Signature]*

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) MR. DONALD E. MOORE 02997		2. DATE OF BIRTH 7/11/18	3. JOURNAL OR ACTION NO. F.B.I. 2171	4. DATE 12/2/55
<i>This is to notify you of the following action affecting your employment:</i>				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PROMOTION		6. EFFECTIVE DATE 12/4/55	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY EXCEPTED BY LAW	
FROM Special Agent GS 14 \$10,535 per annum		8. POSITION TITLE Special Agent	TO GS 15 \$11,610 per annum	
9. SERVICE, SERIES, SALARY, GRADE		10. ORGANIZATIONAL DESIGNATIONS		
11. HEADQUARTERS		12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE <input checked="" type="checkbox"/> NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT DISAB. OTHER		14. POSITION CLASSIFICATION ACTION Arthur Everett Leonard reassn GS 15 FBI#54-F-236 eff 1/16/55		
15. SEX M	16. APPROPRIATION S. & E. F B I FROM: Same TO:		17. SUBJECT TO U. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:				
APPROVED <i>J. E. Hoover</i> DIRECTOR, F. B. I.				
REMARKS: Grade and classification of position subject to post-audit and correction by Agency Personnel Office or by the Civil Service Commission.				
55 NOV 30 1955				
3 file				
SIGNATURE OR OTHER AUTHENTICATION <i>[Signature]</i>				

INEL FILE

Prepared by: *lfl*
Checked by: *js*
Filed by:

November 28, 1955

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

I am indeed pleased to advise that you are being promoted to the position of Special Agent, \$11,610 per annum in Grade GS 15, effective December 4, 1955.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

CC: SAC, New York (PERSONAL ATTENTION)
CC: Movement Section
MA/kfl
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WHA

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 11-21-55

FROM : J. P. Mohr

SUBJECT: DONALD EDGAR MOORE
 Assistant Special Agent in Charge
 Security Division - New York Office
 NOT ON PROBATION

Tolson _____
 Boardman _____
 Nichols _____
 Belmont _____
 Harbo _____
 Mohr _____
 Parsons _____
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 Gandy _____

REALLOCATION

Mr. Moore is the only ASAC in the New York Office not in Grade GS-15. He was last considered for reallocation to that grade on July 7, 1955, but was passed over to be reconsidered after the recheck inspection of the New York Office to be conducted in October, 1955. This inspection, which has just been completed reflected favorably on Mr. Moore's performance. The Inspector noted that only two case write-ups were prepared in 435 files under his over-all supervision, or .46%; that supervision of Security cases showed improvement and delinquency had been reduced from 35.8% in July to 22.6% in September, 1955. The Inspection disclosed that highly confidential sources were being worked effectively under Mr. Moore's direction and a slight improvement had also been noted in security informant coverage. Inspector B. C. Brown, who conducted this inspection, stated that Mr. Moore appeared to warrant promotion to Grade GS-15 and recommended that he be considered for such reallocation.

Mr. Moore, who has been an Agent since March 10, 1941, has been ASAC of the Security Division, New York Office, since September 23, 1954, and had previously served since December 6, 1951, as ASAC at Detroit.

The recheck inspection of the New York Office, which was recently completed on November 10, 1955, reflected ratings as follows:

PHYSICAL CONDITION AND MAINTENANCE	GOOD
INVESTIGATIVE OPERATIONS	GOOD
ADMINISTRATIVE OPERATIONS	GOOD
PERSONNEL MATTERS	VERY GOOD
CONTACTS	VERY GOOD

67-191204-188
 NOV 21 1955
 DEPT. OF JUSTICE
 DIVISION OF INVESTIGATION

As stated above, Inspector B. C. Brown reported favorably on Mr. Moore's performance as disclosed by this inspection.

FDH:njc
 (2)
 Attachment

61 DEC 6 1955

adv. Pearson
 Janford
 11-28-55
 Mark

3 file
 J. P. Mohr

Statistical accomplishments of the New York Office for the first 4 months of fiscal year 1956 as compared with a similar period of the previous fiscal year show a decrease from 107 to 99 in Convictions; a decrease from 253 to 163 in Fugitives Located; an increase from 122 to 126 in Automobiles Recovered; and an increase from \$4,867, 118 to \$9,691,496 in Fines, Savings and Recoveries.

Since assuming his duties as ASAC at New York on September 23, 1954, Mr. Moore has been CENSURED on 5 occasions and during the same period was COMMENDED on 2 occasions. His most recent letter of censure was dated June 20, 1955, as a result of the New York inspection completed in June, 1955. It was found his division had 10 substantive case write-ups and this was considered excessive. He was told that as ASAC of New York he shared the over-all responsibility of the SAC.


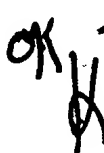
According to information reflected in Mr. Moore's file, the Director last saw him on March 21, 1955, while he was at the Bureau to attend a one-day Underground Communist Fugitive Matters conference. The Director commented he made an excellent personal appearance, seemed to be enthusiastic about his work, had a good grasp of the responsibilities of his position and he would rate Mr. Moore above average. The Director discussed with him the high delinquency of security work in the New York Office, the excessive time being spent in the office by Agents on the Security Squad, the necessity for better indoctrination and more careful screening of informants in security work, the imperative necessity for greater accuracy in our output and the care which should be exercised in adding names to the Security Index.



RECOMMENDATION:

That ASAC Moore be reallocated from Grade GS-14, \$10,535 per annum, to Grade GS-15, \$11,610 per annum, at this time.

I agree

11/22

OK 



I agree
11-22 

A PERMANENT BRIEF OF ASAC MOORE'S PERSONNEL FILE IS ATTACHED.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 11/18/55

FROM : E. D. Mason

SUBJECT: NEW YORK RECHECK INSPECTION
INSPECTOR B. C. BROWN
10/15-11/10/55

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
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Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

SYNOPSIS

New York Inspection
OFFICIALS: SAC J. J. Kelly (since 1/29/54); ASACs: William G. Simon (since 6/1/55); Edward J. McCabe (since 1/15/53); Donald E. Moore (since 9/23/54); Ian D. MacLennan (since 9/11/53).

LAST INSPECTION: April-June, 1955.EVALUATIONS:(1) PHYSICAL CONDITION AND MAINTENANCE GOOD

Space crowded, new space promised for March, 1956; steps taken to improve security of Chinatown garage from which a Bureau car was temporarily taken by unknown person 10/18/55.

(2) INVESTIGATIVE OPERATIONS GOOD

72-7-296
 Case load on 10/31/55 reduced to 8,910, delinquency 15.9%, as compared to 5/31/55 when case load was 10,349, delinquency 30.4%; delinquency in security-type cases reduced from 37.5% in April to 20.8% in October, a favorable trend. Fugitive deadlines missed in 4 out of 105 cases or 3.8% (6.7% in last inspection). Applicant deadlines missed in 7 of 100 recently closed cases or 7% (21.9% in last inspection). Nine substantive errors found in 1,514 pending and closed files reviewed or .6% (decrease from .91% in last inspection); 6 of said errors occurred in 93 White Slave Traffic Act cases reviewed, reflecting inadequate investigation and supervision. Approved original informants increased from 61 to 69, while potentials increased from 458 to 625, since last inspection; inadequate informant coverage in fugitive and White Slave Traffic Act cases. Approved security informants increased from 66 to 67, while potentials increased from 18 to 19, since last inspection; better geographical coverage also has been established in security matters. Two Smith Act subjects, 6 key figures and 2 top functionaries located since last inspection (all had been missing). Both security and supervision of

843
 5 DEC 1955
 HVP

3-11-55
 Jan

Memorandum to Mr. Tolson

street surveillances improved since last inspection.

(3) ADMINISTRATIVE OPERATIONS GOOD

Office supervised by SAC, 4 ASACs, 53 supervisors; office requested increase from 9 to 16 supervisors for 329 agents on street surveillances and investigation of cases incidental thereto; Inspector considers increase to 13, or 1 supervisor for each 25 agents adequate; handled by separate memorandum. Fines, savings and recoveries 99.1% above first 4 months last fiscal year, automobile recoveries up 3.2%, but convictions dropped 7.47% and fugitives dropped 95.5%. Intensified program directed to improve statistical picture. Street surveillance and complaint manuals not current. Form errors increased from 5.2% to 5.5% since last inspection. Communications costs for September were 5.5% below August, and for October, 13.2% below September, showing favorable trend. Agents' production improved slightly to average of approximately 5 cases closed per agent per month, still considerably below field average. Agents' time in office decreased slightly for August and September (28.2%), as compared to February and March, although still high.

(4) PERSONNEL MATTERS VERY GOOD

Clerk-agent ratio 37.5% (low); net investigative personnel of 1,340 and net clerical personnel of 594 considered adequate but not excessive. Additional training and practice required in Defensive Tactics. Agents' voluntary overtime during September averaged 1 hour, 41 minutes per day (1 hour, 40 minutes last inspection). Three agents unavailable for general assignment (same as last inspection); all justified. Office has reduced odd-hour shifts to minimum consistent with efficiency. Problem still exists of making agents assume individual responsibility comparable to agents in smaller offices. Morale good.

(5) CONTACTS VERY GOOD

SAC Kelly has developed 8 out of 78 office contacts, knows all personally, makes good use of them. New York City police relations continue to improve.

CONCLUSIONS: (1) SAC J. J. Kelly, GS-16, nonveteran, on probation since 5/6/55 because of weaknesses in physical surveillances, continued 6/20/55 because of weaknesses in inspection ending 6/4/55; censured 10/10/55 because agent on surveillance, seeking assistance, mistook private detectives

Memorandum to Mr. Tolson

for agents; censured 10/27/55 for failure to advise Bureau concerning abusive telephone call 5/9/55 from individual identifying himself as Detective [redacted] commended at least 10 times for excellent investigative work on part of New York office since last inspection. Kelly concentrates his personal attention on hottest problem in office each day, but at the same time attempts to keep eye on over-all operations. He has excellent attitude, abundant enthusiasm, indicates genuine desire to improve supervision, tighten office operations, readily acknowledges weaknesses, assumes responsibility, and expresses determination to increase statistical accomplishments through more positive control of liaison with sources of new cases. b6

(2) ASAC William G. Simon, GS-15, nonveteran, not on probation. Simon has been subject to no administrative action since arriving at New York 6/1/55; has shared in 1 letter of appreciation from Commissioner Stephen P. Kennedy for cooperation with New York police department. He appears to be in good health and states that such is the case. He has been inquiring deeply into all phases of surveillance work, examining procedures for weaknesses, has receptive mind for any suggested improvement. He is in close personal touch with street surveillances, as well as with cases and general office administration, as second in command. He is intelligent, energetic, enthusiastic; appears fully capable of serving as SAC of a large office.

(3) ASAC Edward J. McCabe, GS-15, nonveteran, not on probation (in charge New York Criminal Division). Has received 1 censure letter since last inspection for failure to afford adequate over-all supervision in Interstate Transportation of Stolen Property case. His division apprehended 4 identification order fugitives without incident during inspection. New York office has been commended in 2 Theft from Interstate Shipment, 1 Antitrust, 1 Bribery, 2 Bank Robbery, 1 fugitive, 1 Federal Housing Administration case involving a number of apprehensions, since last inspection. All of these cases were under McCabe's general supervision. Six errors of substance (inadequate supervision and investigation) found in 93 White Slave Traffic Act files reviewed, under McCabe's over-all supervision. Criminal informants show some improvement but still inadequate in fugitive and White Slave Traffic Act matters. Criminal statistics (for which

Memorandum to Mr. Tolson

McCabe's division principally responsible) are ahead of same period last year in 2 categories, behind in 2. McCabe's failure to recognize weaknesses in White Slave Traffic Act cases considered censurable.

(4) ASAC Donald E. Moore, GS-14, Nonveteran, not on probation. Two case write-ups prepared in 435 pending and closed files under Moore's over-all supervision, or .46% (10 case write-ups in 1,085 files, or .92% last inspection). Supervision of security cases shows improvement and delinquency reduced from 35.8% in July to 22.6% in September. New York was commended through SAC on 9/28/55 in connection with apprehension of Max Morris Weiss, a fugitive in Internal Security case (under Moore's direction). Highly confidential sources being worked effectively under Moore's direction. A slight improvement also noted in security informant coverage. Moore is only ASAC in New York not in GS-15 and appears to warrant promotion.

(5) ASAC Ian D. MacLennan, GS-15, nonveteran, on probation since 5/31/55 because of failure to take prompt, decisive action in connection with a matter involving an inquiry as to identity of New York office automobile involved in accident; censured 6/20/55 for delinquencies found in inspection concluded 6/4/55; censured 7/8/55 for serious derelictions noted in his over-all supervision of the Imprest Fund. Delinquencies in operations under MacLennan's over-all supervision noted during current recheck: (a) Bureau car taken from Chinatown garage 10/13 by unknown person, recovered 10/21, resulting in censure of 3 agents and SAC Kelly. (b) Confidential voucher misdirected by New York office to Immigration and Naturalization Service 11/4, remailed to Bureau without breach of security, resulting in censure for clerical supervisor. (c) Security of basement bulky exhibit room jeopardized through failure of former supervisor of training section (Edward J. Monahan, resigned 11/4/55) to properly indoctrinate complaint agents and keep complaint agents' manuals up to date.

Weaknesses noted in MacLennan's administration during last inspection have been corrected and administrative operations show improvement. MacLennan's experience in

Memorandum to Mr. Tolson

New York is invaluable in a difficult and complex job. Inspector considers MacLennan is capable of continuing in position, but deserving of censure and to be continued on probation.

(6) SA Harold F. Good, GS-13, nonveteran, on probation since 11/8/55 as result of inadequate supervision of an Interstate Transportation of Stolen Property case, censured 8/3/55 for inadequate supervision of Crime on Government Reservation case, censured 9/15/55 in Interstate Transportation of Obscene matter case, censured 9/19/55 for approving 2 incomplete parole reports; 6 case write-ups prepared in 93 pending and closed White Slave Traffic Act cases (5 under Good's direct supervision) reflecting inadequate supervision and investigation. Although SA Good is enthusiastic, loyal and has done good work himself as an investigator, Inspector believes he should be relieved of his supervisory duties because of lack of vigorous leadership on a desk where statistical accomplishments are essential.

RECOMMENDATIONS:

(1) SAC Kelly ... Remove from probation, in view of over-all improvement in office. If approved, attached letter will call to his attention weaknesses found, instruct him to further tighten his supervisory control.

Agree
John 11/18 *Agree*
11/21

(2) ASAC W. G. Simon ... No administrative action.
(Fine job in GS-15.)

Recommend Simon be commended.
Let 4 com. to Simon
11/25/55 M.H. M.H. *Agree*
11/18

(3) ASAC E. J. McCabe ... Strong censure for inadequacies in White Slave Traffic Act investigations, and in programs for increasing statistical accomplishments. If approved, attached letter will serve.

Agree
John 11/18 *Agree*
11/18

MORE

Memorandum to Mr. Tolson

Memo to Mr. Tolson

11-21-55

FDH: my

(4) ASAC D. E. Moore ... Consider for GS-15. If approved, Administrative Division will handle.

going off 11/18 JH

(5) ASAC I. D. MacLennan ... Censure and continue on probation. If approved, attached letter will serve.

going off 11/18 JH

(6) SA Harold P. Good ... Remove from supervisory status, return to investigative assignments. If approved, Administrative Division will handle.

from SAC 11/29/55 NEM:ymv

going off 11/18 JH

(7) Recommendations as to other personnel being handled by separate memoranda.

going off 11/18 JH

PERMANENT BRIEFS OF SAC KELLY, ASACS MOORE, MAC LENNAN, MC CABE, AND SA GOOD ATTACHED.

Enclosure

cc - Mr. Mohr (Attention H. L. Edwards) (Sent separately)

BCB:raj

(6)

REPORT OF MEDICAL EXAMINATION

ECB

1. LAST NAME—FIRST NAME—MIDDLE NAME MOORE, DONALD EDGAR			2. GRADE AND COMPONENT OR POSITION		3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 692 Hunt Lane, Manhasset, L.I., NY			5. PURPOSE OF EXAMINATION ANNUAL		6. DATE OF EXAMINATION 12 Jan 56
7. SEX MALE	8. RACE WHITE	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN 15	10. DEPARTMENT, AGENCY, OR SERVICE FBI		11. ORGANIZATION UNIT
12. DATE OF BIRTH 7/11/18		13. PLACE OF BIRTH Oxeto, Kansas		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER AND ADDRESS USAD 90 Church St NYC				16. OTHER INFORMATION	

17. RATING OR SPECIALTY

CLINICAL EVALUATION

NORMAL	ABNOR- MAL	(Check each item in appropriate col- umn; enter "N. E." if not evaluated)
X		18. HEAD, FACE, NECK, AND SCALP
X		19. NOSE
X		20. SINUSES
X		21. MOUTH AND THROAT
X		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
X		23. DRUMS (Perforation)
X		24. EYES—GENERAL (Visual acuity and refraction under items 58, 60, and 61)
X		25. OPHTHALMOSCOPIC
X		26. PUPILS (Equality and reaction)
X		27. OCULAR MOTILITY (Associated parallel move- ments, nystagmus)
X		28. LUNGS AND CHEST (Include breasts)
X		29. HEART (Thrust, size, rhythm, sounds)
X		30. VASCULAR SYSTEM (Varicosities, etc.)
X		31. ABDOMEN AND VISCERA (Include hernia)
X		32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate if indicated)
X		33. ENDOCRINE SYSTEM
X		34. G-U SYSTEM
X		35. UPPER EXTREMITIES (Strength, range of motion)
	X	36. FEET
X		37. LOWER EXTREMITIES (Except feet) (Strength range of motion)
	X	38. SPINE, OTHER MUSCULOSKELETAL
	X	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
X		40. SKIN, LYMPHATICS
X		41. NEUROLOGIC (Equilibrium tests under item 78)
X		42. PSYCHIATRIC (Specify any personality deviation)

NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each
comment; continue in item 73 and use additional sheets if necessary.)

CBC

WBC 8,950; Neutrophils 61; Lymphocytes 30; Monocytes 8;
Eosinophils 1; Hemoglobin 15.8gms.; Sed Rate 9 mm/hr.;
Hematocrit 45; CSR: 6 mm/hr.

36- Residual thin pinkish scar, plantar aspect of left
foot, asymptomatic

39- Prominence of right hip area—residual of pelvic
fracture

39- 2 depressed scars and plain flat linear scar
over right inguinal region, well healed, asymptomatic

ENCLOSURE

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)

O.—Restorable teeth /—Nonrestorable teeth																X.—Missing teeth XXX.—Replaced by dentures				(X X S).—Fixed bridge, brackets to include abutments				DISEASES			
X F F F F F F																F F F F F F F				OCCLUSION NORMAL							
1 2 3 4 5 6 7 8																9 10 11 12 13 14 15 16											
32 31 30 29 28 27 26 25																24 23 22 21 20											
F F F																											

LABORATORY FINDINGS

45. URINALYSIS: SP. GR. 1.012			46. CHEST X-RAY (Place, date, film number, result) NEGATIVE 12 Jan 56			47. SEROLOGY (Specify test used and result) CARDIOLIPIN NEGATIVE		
ALBUMIN NEG	SUGAR NEG	MICROSCOPIC NOT REQUIRED						
48. BLOOD TYPE AND RH FACTOR NOT REQUIRED			49. OTHER TESTS 145 See CBC above			10 FEB 6 1956 FEDERAL BUREAU OF INVESTIGATION		

BHRE

FEB 14 1955

RECEIVED CH. C. MEASUREMENTS AND OTHER FINDINGS															
51. HEIGHT 73		52. WEIGHT 197		53. COLOR HAIR BROWN		54. COLOR EYES BROWN		55. BUILD. SLENDER <input type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input checked="" type="checkbox"/> OBESSE <input type="checkbox"/>		56. TEMP.					
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)									
SITTING		SYS. 114		RECUMBENT		SYS. 98		STANDING (3 min.)		SYS. 96					
DIAS. 82		DIAS. 82		DIAS. 82		DIAS. 82		DIAS. 82		DIAS. 82					
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION							
RIGHT 20/ 50 CORR. TO 20/ 20				BY -0.75 S. CX				J1 CORR. TO BY							
LEFT 20/ 25 CORR. TO 20/ 20				BY -0.25 S. CX				J1 CORR. TO BY							
62. METEOROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD															
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)							
RIGHT LEFT				ISHIHARA NEGATIVE				UNCORRECTED							
								CORRECTED							
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS							
								69. INTRAOCULAR TENSION							
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			
RIGHT WY 15 /15 SV 15 /15				250 500 1000 2000 3000 4000 8000								Normal			
LEFT WY 15 /15 SV 15 /15				250 500 1000 2000 3000 4000 8000											

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

Usual childhood diseases, no sequelae
 Para nasal sinusitis, chronic, usually not symptomatic except with a cold.
 Wears glasses for far vision and prolonged reading
 Fracture of pelvis at age 17 years; no trouble since.
 Had what he thought was a fungus infection of left foot during summer of 1955 -
 apparently has cleared up with residual scar.
 For past 5-6 weeks, he has experienced mild body aching intermittently except for a few days when it was more severe - rest, hot baths and aspirin seemed to give relief. However, he has not had any febrile temperature or felt ill.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

59- Myopia, bilateral, correctible

75. RECOMMENDATIONS--FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)						76. PHYSICAL PROFILE					
NONE						P U L H E S					
77. EXAMINEE (Check) DUTY Strenuous Physical Exertion and use of Firearms.						78. PHYSICAL CATEGORY					
<input checked="" type="checkbox"/> IS NOT QUALIFIED FOR						A B C E					
79. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER											
79. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE					
80. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE					
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)						SIGNATURE					
MD						b6					
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY						SIGNATURE					
						NUMBER OF ATTACHED SHEETS					

ATTACHMENT TO STANDARD FORM 88
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67	
3	68	
11	69	
14	71	(unless other
17		examination indi-
62		cates desirable)
65	72	

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

MOORE, DONALD EDGAR

The medical examiner should answer the following question:

Examinee 1 S qualified for strenuous physical
(is or is not)
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

No

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 and 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

V. D. Francis MD
(Signature of Medical Examiner)

12 JAN '56

(Date)

ENCLOSURE

67-17524-189 D

COPY 138

TO: Mr. Mohr

DATE: 11/17/55

FROM: H. L. Edwards

SUBJECT: COMMUNIST PARTY, USA
INTERNAL SECURITY - C
Bufile 100-3

D. E. [Signature]

Meritorious Awards and Commendations

By memo 11/10/55 from Mr. Belmont to Mr. Boardman the Domestic Intelligence Division (DID) concurred in recommendations of SAC, New York, that ten agents receive cash awards, seven other agents receive individual letters of commendation and that a general letter of commendation be directed to the New York Office for inclusion in the personnel files of other agents in that office for their outstanding performance in establishing highly confidential sources of information on the Communist Party (CP) National Headquarters and the CP New York State Headquarters in New York City. On 11/7 and 11/8/54 agents of the New York Office developed a highly confidential anonymous source on the National and New York State CP Headquarters. This source has been contacted on numerous occasions since that time and as a result of the developments of this source, two additional highly confidential sources (microphones) have been established in the CP National and New York State Headquarters. Never before has New York Office developed such sources relative to National and State offices of CP. A tremendous amount of valuable information that could not be obtained from any other source has been obtained through these sources. This material included information on membership, policy, financial records and other data of national significance. Information is received through the microphone surveillances on daily basis. The agents handling this operation encountered involved and complicated problems and difficulties which they solved in an outstanding manner through their initiative, resourcefulness, alertness and thoroughness. The very nature of the operation makes it necessary for them to contact the source in the early morning hours. The agents have performed their duties without thought for their own personal convenience.

Attachments (16)
NEM:klm (3)
CC: Mr. Belmont (Sent direct)

ORIGINAL FILED IN 67-72-7273

14
57 DEC 8 1955

ORIGINAL FILED IN 67-72-7273

Following are the recommendations of SAC, New York, with which DID concurred:

SAs [] and Joseph T. Quigley \$300 each b6 as they were responsible for the development of the anonymous source, have contacted the source on numerous occasions and assisted in the installation of the microphones. On 11/1/54 a fire broke out in the building occupied by CP and these agents made arrangements to accompany the owner of the building on an inspection of the CP space. Through their resourcefulness, thoroughness and ingenuity during this inspection they made it possible to make the original contact with the anonymous source. SA George A. Berley, Laboratory Division, \$150 as he has been in contact with the anonymous source on many occasions and through his technical skill, extremely valuable information has been obtained during the contacts which might not otherwise have been accessible. SAs John G. Fleming, [] and [] \$100 each as they contacted source on numerous occasions and under most difficult circumstances, they installed the two microphones. SAs James T. Haverty (Mexico City), [] [] Neil P. Divers and [] \$100 each for their supervision of the contacts with anonymous source. b6 SA Haverty was supervisor of the squad until 1/27/55 and handled the on-the-scene supervision of the original contacts with the source. SA [] has been supervisor of the squad since early 1955 and has handled on-the-scene supervision of the contacts with the anonymous source on many occasions, as well as assisted in the planning of the operations. SA Divers is relief supervisor on the squad and has contacted anonymous source on numerous occasions and has handled on-the-scene supervision during the contacts in absence of SA [] also assisted in the planning of the operations. SA [] during the entire period of these operations has been the section supervisor responsible for these operations. He has guided and directed the personnel handling this operation and has resolved many of the complicated problems which have arisen.

New York Office also recommended and DID concurred that SAs [] James E. Reilly, [] and Joseph V. Waters each be commended for his outstanding performance in connection with this operation and that a general letter of commendation be directed to the New York Office for inclusion in the personnel files of other agents who participated to some extent in the operation. ASAC D. E. Moore in charge of b6

Internal Security Division, New York Office, telephonically advised 11/14/55 that the six agents listed above have been in contact on a number of occasions with the anonymous source. The case on the CP, USA has been assigned during the entire period to SA Waters and he participated in the original contacts with the source, as well as a number of subsequent contacts. In addition, these six agents have participated in surveillances during the contacting of the anonymous source. ASAC Moore stated that these agents were certainly deserving of special recognition. He pointed out that those agents who are to be covered by the general letter of commendation to the New York Office had not been in contact with the anonymous source; however, they participated in certain surveillances from time to time during the contacts.

The services of the above-named Special Agents including those recommended by the New York Office for commendation have been satisfactory and no serious administrative action has recently been taken against any of them; however, several of them have been censured during the past year primarily for errors in correspondence which they either prepared or approved.

PERMANENT BRIEFS OF THEIR PERSONNEL FILES ARE ATTACHED.

New York Office also recommended that SA James J. Hill, Supervisor of the Sutek Section in New York, be commended for his excellent over-all supervision of the installation of the microphones. SA Hill is the supervisor of SAs Fleming, [] and [] and he assisted them in the planning and the solution of problems which arose in connection with the installation of these microphones.

RECOMMENDATIONS OF THE ADMINISTRATIVE DIVISION:

b6

It is apparent that the agents who participated in the development and the contacting of the anonymous source and the installation of the microphones have met the standard of the Incentive Awards Program dealing with performance which has involved the overcoming of unusual difficulties. On the basis of the table set out in the Bureau's Incentive Awards Plan for determining the amounts of awards, the performance of these agents is considered to be of broad application and moderate value to the work of the Bureau entitling them to cash awards of from \$150 to \$300. SAs [] and Quigley should receive the maximum award in this instance on the basis of their contributions to the operation as compared with that of other agents involved. Through their efforts the entire operation was possible.

1. It is recommended that SAs [redacted] and Joseph T. Quigley each be granted cash awards in the amount of \$200. b6

Letters & authorizations 11/23/55 lrh HLEdwards

I agree JPM 11/18 JE OK Tolson 11/18

2. It is recommended that SAs George A. Berley, John G. Fleming, [redacted] James T. Haverty, [redacted] Neil P. Divers and [redacted] each be granted cash awards in the amount of \$150 as they were in contact with the anonymous source on many occasions handling supervision of operations or installing the microphones. b6

Letters & Authorizations 11/23/55 lrh HLEdwards OK Tolson

I agree JPM 11/18 JE

3. It is recommended that SAs [redacted] James E. Reilly, [redacted] and Joseph V. Waters also be granted cash awards in the amount of \$150 each as they were in direct contact with the anonymous source on a number of occasions and had to cope with the problems and difficulties which are involved in any such contact. In addition, they handled surveillance work in connection with many of the other contacts with the source which is certainly an important phase of this type operation. b6

Letters and authorizations 11/23/55 lrh HLEdwards JE
I agree JPM 11/18 OK Tolson

4. That a general letter of commendation be directed to the New York Office for inclusion in personnel files of those employees who were not in direct contact with the source but who assisted from time to time in surveillance work in connection with the contacts with the anonymous source.

DONE 11/23/55 HLEdwards I agree JPM 11/18 JE
OK Tolson

5. It is recommended that SA James J. Hill, Supervisor of the Sutek Section, be commended for his excellent supervision and guidance of the employees who installed the microphones.
Done 11/23/55 HLEdwards I agree JPM 11/18 JE OK Tolson

COPY 138

6. That ASAC D. E. Moore in charge of the Internal Security Division, New York Office, be commended for the excellent achievements of his division in connection with this operation. (Supervisor H. O. Bly, Domestic Intelligence Division, who has handled this matter for that division has advised that this recommendation is in order.)

Done 11/23/55 1rh HLEdwards I agree JPM 11/18 Yes
JE Tolson
11/18

SAC, New York

April 24, 1956

Director, FBI

DONALD E. MOORE
ASSISTANT SPECIAL AGENT IN CHARGE
SECURITY IN-SERVICE TRAINING

Security In-Service Training scheduled for ASAC Moore for 5-14-56 is hereby cancelled and you should instruct him to report for a Security In-Service class commencing 6-4-56.

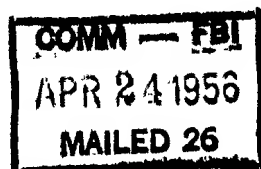
Confirm attendance.

CC - Mr. Mason
Attention - Mr. Gearty

A Security Informant Conference is being held in New York on 5-21-56 and it is felt that ASAC Moore should be present at this Conference.

ERC:eup
(4)

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____



Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: March 27, 1956

FROM : J. P. MOHR

SUBJECT: SAC ADVANCEMENT LIST

Tolson	
Boardman	
Nichols	
Belmont	
Mohr	
Parsons	
Rosen	
Tamm	
Sizoo	
Winterrowd	
Tele. Room	
Holloman	
Gandy	

At the present time there are five ASACs on the SAC Advancement List; namely, J. P. McMahon, San Francisco; J. L. Schmit, Chicago; D. E. Moore, New York; K. W. Dissly, Anchorage; and W. Mark Felt, Los Angeles. These ASACs have not been at the Seat of Government for conferences, special schools, or In-Service training in the recent past.

ASAC McMahon has not received Special Administrative training and will be ordered in sometime in the near future for attendance at a Special Administrative School that we are now setting up. The other four ASACs have already attended a Special Administrative School and it is, therefore, felt that they should be scheduled for In-Service training in the near future. By having these five ASACs at the Seat of Government, Bureau officials will have an opportunity to talk with them and evaluate their potential for further advancement in the service.

RECOMMENDATION

I recommend that ASAC J. P. McMahon, San Francisco, be scheduled for a Special Administrative School in the near future and the other four ASACs be scheduled for In-Service training on a staggered basis. If you agree the necessary orders will be dispatched to the field immediately.

67-178008-193
 4/1/56
 JPM:akc
 (2)

2/20
 2/20

178008 193

1-5

in memo dated 3/29/56
 to SACs advising date that
 ASACs should report for In-Service
 training as follows: ASACs Schmit 4/23;
 Felt 4/30; Moore 5/14; Dissly 5/21.
 2 JAC
 26 APR 10 1956

3/enc

SAC, New York

March 29, 1956

Director, FBI

DONALD E. MOORE
ASSISTANT SPECIAL AGENT IN CHARGE
SECURITY IN-SERVICE TRAINING

ASAC Moore should report to SOG, Room 5242, at 10:00 a.m.
May 14, 1956, for In-Service Training. Instructions attached.

Confirm attendance.

Enclosure

ERC:jae
(3)

JPMc

Vine

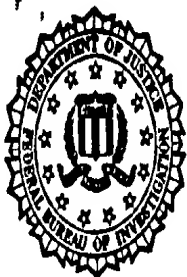
edm
Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

35 APR 4 1956

RECEIVED
APR 2 1956
1 13 PM '56

RECORDED

Clayton



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name MRS. D. JEAN MOORE Relationship WIFE Date 2-24-56

Address 692 HUNT LANE, MANHASSET, N.Y.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name SAME AS ABOVE Relationship --- Date 2-24-56

Address 88 1st ST NOT RECORDED

37 APR 2 1956
MAR 30 1956

Very truly yours,

Donald E. Moore
Special Agent

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: DONALD E. MOORE #02997

Where Assigned: NEW YORK. DIVISION IV - INTERNAL SECURITY
(Division) (Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE

Rating Period: from April 1, 1955 to March 31, 1956

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

*

Rated by:

Signature

SPECIAL AGENT IN CHARGE

Title

Date

3/31/56

Reviewed by:

Signature

Title

Assistant Director

Date

MAY 4 1956

Rating approved by:

Signature

Title

Date

TYPE OF REPORT

(X) Official

(X) Annual

() Administrative

() 60-day

() Transfer

() Separation from service

() Special

30 MAY 7 1956 72

* SAC to adv.
when initiated.
ph

100-141804-190

32

MAY 1 1956

ph

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

1

2

3

4

5

6

7

8

9

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee DONALD E. MOORETitle ASSISTANT SPECIAL AGENT
IN CHARGERating Period: from 4/1/55 to 3/31/56

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
= Unsatisfactory.
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>✓</u> (17) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>+</u> (18) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>✓</u> (19) Reporting ability: |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina). | <u>+</u> (a) Investigative reports |
| <u>✓</u> (5) Resourcefulness and ingenuity. | <u>+</u> (b) Summary reports |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (c) Memos, letters, wires |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives. | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>✓</u> (9) Planning ability and its application to the work. | <u>✓</u> (20) Performance as a witness. |
| <u>✓</u> (10) Accuracy and attention to pertinent detail. | <u>+</u> (21) Executive ability: |
| <u>+</u> (11) Industry, including energetic consistent application to duties. | <u>+</u> (a) Leadership |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (b) Ability to handle personnel |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application. | <u>+</u> (c) Planning |
| <u>✓</u> (14) Technical or mechanical skills. | <u>+</u> (d) Making decisions |
| <u>✓</u> (15) Investigative ability and results: | <u>+</u> (e) Assignment of work |
| <u>+</u> (a) Internal security cases | <u>+</u> (f) Training subordinates |
| <u>+</u> (b) Criminal or general investigative cases | <u>+</u> (g) Devising procedures |
| <u>✓</u> (c) Fugitive cases | <u>+</u> (h) Emotional stability |
| <u>+</u> (d) Applicant cases | <u>+</u> (i) Promoting high morale |
| <u>✓</u> (e) Accounting cases | <u>+</u> (j) Getting results |
| <u>✓</u> (16) Physical surveillance ability. | <u>+</u> (22) Ability on raids and dangerous assignments: |
| | <u>+</u> (a) As leader |
| | <u>+</u> (b) As participant |
| | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement. |
| | <u>+</u> (24) Ability to work under pressure. |
| | <u>✓</u> (25) Miscellaneous. Specify and rate: |
| | <u>+</u> Dictation ability |
| | <u>+</u> Automobile driving ability |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): ASSISTANT SPECIAL AGENT IN CHARGE, INTERNAL SECURITY DIVISION

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): ADMINISTRATOR

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE
ASSISTANT SPECIAL AGENT IN CHARGE

During the entire rating period, Mr. Moore handled the duties of Assistant Special Agent in Charge of Division IV of the New York office, in which Division lies responsibility for the supervision and investigation of Security Matter cases. This Division, month to month, carries approximately 3,500 cases and has a complement at the present time of 442 Agents.

Mr. Moore makes an excellent appearance, has a very pleasing personality, and makes an excellent impression on those with whom he works and those with whom he comes in contact in the business field. I have had many communications lauding his ability as a speaker.

Within Division IV of the New York Office lies the responsibility for investigation of the Communist Party Underground. The squad which handles this phase of the Bureau's investigative duty has been closely supervised by Mr. Moore, as a result of which many excellent confidential sources have been developed and much highly valuable information has been developed.

He has an excellent knowledge of Bureau policy and the rules and procedures governing his work. He is very enthusiastic, has an aggressive approach to a problem, and in general has shown himself to be a conscientious workman and a loyal Bureau employee. He handles his personnel in a firm fashion and very well, and enjoys their respect. He assumes responsibility readily and discharges his duties with a very minimum of supervision.

By letter dated 9/28/55, the New York office was commended by the Bureau for the handling of the apprehension of MAX MORRIS WEISS, a fugitive in an Internal Security case. Mr. Moore closely supervised the mechanics of this operation.

On 11/23/55, Mr. Moore was in receipt of a letter from the Bureau, commending him for the development in the New York office of some most valuable confidential sources of information relating to security matters.

From observation of Mr. Moore's work, I conclude that he has an above average degree of administrative and executive ability, always has the Bureau's best interests at heart, and I feel that he can capably carry out the duties of a Special Agent in Charge of one of the Bureau's offices.

PART II

SPECIFIC COMMENTS

(1) Justification For Minus Ratings

N.A.

(2) Experience and Ability as an Inspector's Aide

Mr. Moore's file shows that he was trained as an Inspector's Aide 12/12/51. I feel that from his general knowledge and make-up he would function very well in that capacity.

(3) Participation in Informant Program

While Mr. Moore has not personally had the opportunity to develop informants, the development of informants in the security field lies within his Division, in which he has taken a most active interest, and during the course of this last year some very valuable security informants have been developed, as well as some most valuable confidential sources of information.

SPECIFIC COMMENTS (CONTINUED)

(4) Testifying Experience and Ability

Mr. Moore has not testified during the rating period, however his record indicates he has testified in the past and made a satisfactory witness.

(5) Disciplinary Action

By letter of 4/22/55, the Bureau called to Mr. Moore's attention inadequate handling of a personnel matter in an investigation involving [REDACTED] b6 By letter of 5/31/55, the Bureau called his attention to the fact that a supervisor within his Division was using an improper and inaccurate method of computing time in the office. By letter dated 6/20/55, the Bureau called to his attention various weaknesses found within his Division in the course of an inspection concluded just prior to June of 1955.

(6) Accounting Information

N.A.

SPECIFIC COMMENTS (CONTINUED)

(7) Police Instruction

N.A.

(8) Sound Training

N.A.

(9) Potentiality for and Interest in Administrative Advancement

Mr. Moore is interested in administrative advancement, and is, in my opinion, capable of assuming the duties of a Special Agent in Charge.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 4/30/56

FROM : SAC, NYC

SUBJECT:

ASAC DONALD E. MOORE

There is forwarded herewith performance rating for ASAC Moore, dated 3/31/56.

Upon Mr. Moore's return from annual leave on 5/7/56, he will read and initial the file copy of the rating, and the Bureau will be advised when this has been done.

JJK:MT
Encl. 1 ENCLOSURE

100-804-191

74

7 1956

22

Copy-94
Date: 3/23/56

Transmit the following message via AIRTEL

From SAC, NEW YORK (134-139-A)

To: BUREAU (1-6617)

TRAINING OF BUREAU PERSONNEL IN THE DEVELOPMENT AND HANDLING
OF SECURITY INFORMANTS.

ReButel 3/1/56.

DONALD E. MOORE

In accordance with instructions contained in reButel,
the following agents are recommended for pertinent training:

1. Special Agent personnel who spend full time on the develop-
ment and/or handling of Security Informants:

BLASSER, RICHARD H.

[REDACTED]

BUCKLEY, EDWARD W.

[REDACTED]

FITZGERALD, JAMES G.

[REDACTED]

JOHNSON, ROBERT O.

[REDACTED]

LEIGHTON, PETER J.

[REDACTED]

NOVAK, ALFRED B.
REILLY, CHESTER A.

b6

[REDACTED]

WILLIS, JOHN G.

11. Special Agent personnel who spend a substantial amount of
time in the development and/or handling of Security Informants:

ANDERSON, JAMES M.

[REDACTED]

b6

[REDACTED]

b6

3 - BUREAU (1-6617) (RM)
1 - NEW YORK

JFM:DJG
(5)

ORIGINAL FILED IN 1-6617-253

41 JUN 8 1956

PAGE TWO

[REDACTED]
FRUTKIN, LEO H.

[REDACTED]
HARMON, DONALD L.

[REDACTED] b6
KIRKLAND, ROBERT J.

[REDACTED]
MC CABE, BERNARD T.

[REDACTED]
MULHOLLAND, EDWARD J.

[REDACTED]
O'CONNOR, DANIEL F.
QUIGLEY, JOSEPH T.
REILLY, JAMES E.

[REDACTED] b6
STALLINGS, HERBERT K.
SWIFT, JOHN D.
TAYLOR, ROBERT E.
VAUGHN, JAMES G.

[REDACTED]
WHITNEY, WILLIAM D.
WHITTAKER, KENNETH W.

111. Supervisory personnel directly responsible for the development and handling of security informants:

DONALD E. MOORE, ASAC

[REDACTED] SUPERVISOR b6
[REDACTED] ASSISTANT SUPERVISOR
JOHN W. DOOLEY, ASSISTANT SUPERVISOR
[REDACTED] ASSISTANT SUPERVISOR
[REDACTED] ASSISTANT SUPERVISOR

The following suggestions and recommendations are offered for the consideration of the Bureau relative to the subject matter at the proposed training sessions.

1. Discussion re the contacting of subjects not recently active in the CP but who are not known to have defected.
2. Discussion on current changes in the CP line, both domestic and in the Soviet Union, for example, the current efforts to reduce the prestige of Stalin.
3. Discussion as to whether or not present technique of surprise contacts worthwhile.
4. Discussion re possible undesirability of contacting interviewees while en route to or from employment.
(Experience seems to indicate number of individuals provoked by delay in getting to job or home.)

KELLY

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 5/7/56

FROM : SAC, NYC

SUBJECT: ASAC DONALD E. MOORE

ReNYlt 4/30/56. This is to advise that ASAC Donald E. Moore has now read and initialed performance rating of 3/31/56.

JJK:MT
2-Bureau
1-NY

initialed
mt

192

MAY 9 1956

mt

93

15-34

June 5, 1956

MEMORANDUM FOR MR. TOLSON

Yesterday, I saw Assistant Special Agent in Charge Donald E. Moore, of the New York Office in charge of the Internal Security Section, who is attending the Security In-Service training school. Mr. Moore makes an excellent personal appearance, seems to have a grasp of the responsibilities of his work, and I would rate him above average.

I discussed with Mr. Moore my concern about the informant coverage in the security field and urged that he put special emphasis upon the same in the New York Field Division.

I also commented about the necessity for keeping the work current; the need for qualifying the twenty-five Agents attached to the New York Office who have not yet testified in Federal Court and the fact that the New York Office closed only 3.83 cases per Agent per month, as against the 9.34 average for the field.

I also called Mr. Moore's attention to the 105 letters of censure which it had been necessary to write to the New York Office during the last six months and stated that I considered this to be excessive.

I discussed generally with Mr. Moore the importance of our investigations in the Riesel and De Galindex cases and said it was imperative that we give these cases very prompt attention and make every effort we can to bring about a solution of the same.

I also stressed to Mr. Moore the delicate situation existing between the Immigration and Naturalization Service and the FBI and the imperative necessity of giving prompt attention particularly to all matters referred to us by the Immigration and Naturalization Service so that we will not be in the position of being responsible for any delays.

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

Very truly yours,

J. E. H.

John Edgar Hoover
Director

JEH:TLC

(7)

SENT FROM D. O.	
TIME	3:55 pm
DATE	6.5.56
BY	<i>Jed</i>

Personal and Confidential

Dear Mr. Moore:

You exercised admirable intelligence, alertness and presence of mind in this situation and contributed in no small measure to its splendid success. Please accept my personal commendation for your exemplary services on this important assignment.

CC: SAC, New York (Personal Attention)

Based on memo Belmont to Boardman 6/1/56 PFD:amk.

ASAC Moore reported to Washington for Security In-Service Training on 6/4/56 per Movement.

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mason _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

August 9, 1956

PERSONAL

Mr. Thomas B. Cichrist, Jr.
Chief Assistant United States Attorney
Southern District of New York
United States Court House
Foley Square
New York 7, New York

Dear Mr. Cichrist:

I would like to take this opportunity of extending the hearty congratulations of the FBI upon the outstanding manner in which you and your assistants recently prosecuted a group of communist leaders charged with violating the Smith Act.

All of us in this Bureau wish to express our very best wishes to you, Assistant United States Attorneys Morton S. Rosson and William S. Ellis and Special Attorneys of the Department of Justice Bernard V. McCusky, Herbert C. Schoepke and John J. Heating, Jr.

The success of your efforts under such trying circumstances should be a source of justifiable pride to all of you.

I want to also take this occasion to thank you for your letters of August 3 commending our representatives who participated in this case. They will be advised of your good words, and you may be sure they too will deeply appreciate your thoughtfulness in writing in this regard.

Sincerely yours,

cc's New York, with copy of each of four incoming.

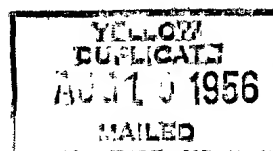
Reurtel August 1, 1956

cc - Mr. Belmont

NOTE: (See Next Page)

JRH:mbk:mmh

(15)



cc's continued next page

Letter to Mr. Thomas B. Gilchrist, Jr.

August 9, 1958

cc - Personnel file of SA [redacted] with copy of incoming mentioning him.
cc - Personnel file of SA [redacted] with copy of incoming mentioning him.
cc - Personnel file of SA [redacted] with copy of incoming mentioning him.
cc - Personnel file of SA James T. Neagle, with copy of incoming mentioning him.
cc - Personnel file of ASAC Donald E. Moore, with copy of incoming mentioning him.

NOTE: Bufiles reflect nothing derogatory regarding Gilchrist and nothing to preclude favorably mentioning Robson, Ellis, McCusky, Shoopke and Keating. ^{b6}

[redacted] MOD 11-17-47 as SA, assigned New York City in GS-12;
[redacted] MOD 11-8-50 as SA, assigned New York City in GS-12; [redacted]
[redacted] MOD 10-9-46 as SA, assigned New York City in GS-13; Donald E. Moore
MOD 3-10-41 as SA, assigned New York City as ASAC, GS-15; James T. Neagle
MOD 7-3-49 as Clerk, as SAA 2-16-43, assigned New York City as GS-13.

TBG:AU

117710

August 3, 1956.

Honorable J. Edgar Hoover,
Director,
Federal Bureau of Investigation,
Department of Justice,
Washington 25, D. C.

Dear Mr. Hoover:

With the recent successful conclusion of the trial of United States v. Trachtenberg, et al., involving a conspiracy to violate the Smith Act, I would like to bring to your attention the excellence of the services and cooperation received from personnel of the Federal Bureau of Investigation, in particular Acting Special Agent in Charge Donald E. Moore and Special Agent James T. Neagle of the New York Field Office.

Although I did not have occasion during the course of the preparation for trial and the trial itself to have frequent direct contact with Mr. Moore or Mr. Neagle, it was apparent to me, from the smooth and efficient working relationship between the New York Field Office and my staff, that the administration and organization of the New York Field Office in matters relating to internal security is excellent. Our repeated exacting requirements were in every instance filled promptly and to the letter, as a result of which the prosecution was greatly facilitated. Mr. Neagle, as supervisor of Special Agents [redacted] b6 and [redacted] who were assigned to the case, is to be commended for the effective support he and his staff provided to these agents, enabling them to render the invaluable assistance we received from them.

It gives me great pleasure to call to your personal attention these instances of cooperation and assistance.

Honorable J. Edgar Hoover.

August 3, 1956.

They reflect great credit upon your organization and are in keeping with the fine tradition of the Federal Bureau of Investigation.

Sincerely yours,

THOMAS B. GILCHRIST, JR.,
Acting United States Attorney.

Copy-94.

TO : Mr. L. V. Boardman

DATE: 6-1-56

FROM : Mr. A. H. Belmont

SUBJECT: COMMUNIST PARTY, USA-BRIEF
(Prosecution of Additional Communist
Functionaries Under the Smith Act-Boston
INTERNAL SECURITY - C
Bufile 100-3-74-5

Donato E. Moore

On 5/29/56 seven Boston Smith Act subjects were arrested. Five were apprehended in Boston, one in New York City and one in Chattanooga, Tennessee. To enable successful apprehension, surveillances of subjects were required for several days prior to arrests.

By teletype 5/29/56 SAC Powers, Boston, recommended letters of commendation for 29 Agents who participated in surveillances and made the arrests in Boston; the chief stenographer, who acted as matron for the female subject; and for the security supervisor who planned, coordinated and supervised the operations.

By teletype 5/31/56 SAC Kelly, New York, recommended letters of commendation for 7 Agents and ASAC D. E. Moore for their excellent handling of a difficult situation. He recommended a general letter of commendation to the New York Office, copies of which will be included in the personnel files of participating Agents who have not been singled out for individual commendation.

The Domestic Intelligence Division concurs in the above recommendations of the SACs in Boston and New York.

OBSERVATION:

It is felt the Knoxville Office, which also participated in this case by arresting one of the subjects in Chattanooga, Tennessee, should receive appropriate recognition and it is being recommended that a letter be addressed to SAC Alden with instructions that copies be placed in the files of participating personnel.

ORIGINAL FILED IN 67-307-2876

Enclosures sent 6-5-56

cc - Mr. Boardman

Mr. Dine

Mr. Belmont

Administrative Division

PWD:prh
(5)

Copy-94

Memorandum for Mr. Boardman

RECOMMENDATIONS:

It is recommended (1) that the personnel mentioned specifically by SAC Powers and SAC Kelly for letters of commendation be afforded these letters.

(2) That SAC Powers be commended for his effective over-all supervision of the Boston Smith Act arrests.

(3) That a general letter of commendation be addressed to the New York Office with instructions that copies of the letter be placed in the personnel files of Agents participating in this matter but who were not singled out for individual commendation.

(4) That a general letter of commendation be addressed to SAC, Knoxville with instructions that copies of this letter be placed in the personnel files of the employees in the Knoxville Office who participated in this case. Subject was [redacted] b6
[redacted] Per Domestic Intelligence Division. CRD:mol

(5) Provided you agree with the above recommendations this memorandum should be forwarded to the Administrative Division for appropriate action.

ADDENDUM OF ADMINISTRATIVE DIVISION CRD:mol 6/4/56

It has been recommended and sufficient information has been submitted to justify commendation for the following agents:

Boston - SAC Edward J. Powers, Clement A. O'Brien, [redacted]
[redacted] Robert R. Alwell, [redacted] Paul A. Keane,
[redacted] William D. Cronin, [redacted]
[redacted] Arthur V. Sullivan, Jr., [redacted]
[redacted] Robert F. Robinson, [redacted] Frank b6
P. Willette, David W. Brantley, William J. McGrath, Christopher
H. Kokolakis, [redacted] Darrel B. Currie, [redacted]
[redacted] John Madden [redacted]
[redacted] James T. Sullivan, Kenneth P. West, [redacted]
[redacted] (also Chief Stenographer [redacted]);

New York- [redacted] Harold P. ASAC b6
Quinn, [redacted]
Donald E. Moore, Frank J. Smith, and general letter to New York Office.

Copy-94

The files of all of the foregoing employees have been reviewed and no reason exists that would make commendation of any of them undesirable with the following two possible exceptions: b6
SA [] Boston, censured and placed on probation on 5/17/56 for delinquencies noted by inspector in cases under his supervision. Since the surveillances and apprehensions of the subjects in the instant case occurred subsequent to Connors' censure and probation, it is not felt that his commendation recommendation should be rejected.

SA [] Boston, was censured 2/6/56 for errors appearing in a report regarding an internal security investigation and placed on probation as this was third occasion in less than 10 months for which he was censured for substantive errors in reports. He was again censured 5/29/56 and continued on probation in view b6 of poor judgment manifested in failing to advise his SAC of information he received in March, 1956, from a clerical employee of the Boston Office that she had been invited to lunch by an individual about whom she had furnished derogatory information prior to her Bureau employment and this individual had endeavored to secure confidential information from her and to induce her to testify as a witness in his behalf. [] was ordered on transfer to Buffalo by letter 6/1/56 on recommendation of Mr. Tolson and approval of the Director. Since work in instant case not related to above, it is felt commendation should be approved.

RECOMMENDATIONS:

It is recommended that

1. all of the foregoing employees be commended by letter; and 2. general letters of commendation to SACs, New York and Knoxville, be approved as recommended by the Domestic Intelligence Division.

OK
H.

If you approve, the appropriate letters are attached.

June 21, 1956

SAC, New York

RE: Donald E. Moore
 ASSISTANT SPECIAL AGENT IN CHARGE
 In-Service Course 6/4 to 15/56

Type of School: ☒ Security ☐ Criminal ☐ General

Dear Sir:

The above-mentioned Special Agent attended the above In-Service Training Course at the Seat of Government and attained the following grades:

Notebook Examination	
Double Action Course	96
Practical Pistol Course	96
Shotgun (Skeet)	19/25
.30 Rifle	90
Machine Gun	94

The firearms grades with the exception of the Shotgun Skeet Course should be entered on the individual field firearms training record.

This employee should be credited with 20 hours and 30 minutes of overtime earned on 5 calendar days during the above period in June.

Very truly yours,

J. E. Hoover
 John Edgar Hoover
 Director

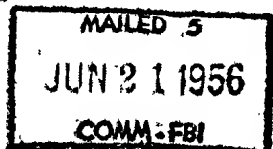
cc: ASAC Donald E. Moore
 New York

HLS:TDH

5/3/58

54

11 JUN 26 1956



ST-101 JUN 21 1956
 M

Copy-94

MAY 31 1956

TELETYPE

DONALD E. MOORE

WASHINGTON FROM NEW YORK 19

31

10-33 P

DIRECTOR

....U R G E N T.... PERSONAL & CONFIDENTIAL

COMPROS - BOSTON. IS - C. EDWARD EUGENE STRONG, IS - C. FOLLOWING
SUBMITTED RE APPREHENSION EDWARD EUGENE STRONG, CHAIRMAN, NATIONAL
NEGRO COMMISSION AT NY MAY TWENTY NINTH, FIFTY SIX. STRONG WAS IN
DAILY ATTENDANCE AT SOUTHERN REGIONAL COMMITTEE ORGANIZATIONAL
MEETING WHICH WAS HELD NY MAY TWENTY SIXTH THROUGH TWENTY NINTH AND
WHICH WAS ATTENDED BY TEN TO FIFTEEN SOUTHERN REGIONAL CP LEADERS
DAILY. MEETING WAS HELD IN PRIVATE DWELLING IN ALL NEGRO QUEENS
RESIDENTIAL AREA. STRONG RESIDES IN A PREDOMINANTLY NEGRO RESIDENTIAL
AREA IN BROOKLYN. FULL SECURITY SURVEILLANCES WERE MAINTAINED DAILY
ON STRONG AND OTHER CP LEADERS IN ATTENDANCE AT SRC MEETING.
SURVEILLANCES WERE EXTREMELY DIFFICULT DUE TO INTERRACIAL NEIGHBOR-
HOODS INVOLVED AND IN VIEW OF NUMBER OF PERSONS IN ATTENDANCE AT SRC
MEETING. SUPERVISOR [REDACTED] SUPERVISED SURVEILLANCES
CONDUCTED ON STRONG AND THE CP LEADERS. HIS FINE SUPERVISION AND b6
OUTSTANDING DIRECTION LARGELY ATTRIBUTED TO SUCCESS ACHIEVED.

SAS [REDACTED] HAROLD P. QUINN, [REDACTED]

END PAGE ONE

ORIGINAL FILED IN 67-72-7406

PAGE TWO

[] AND [] WERE AGENTS PRINCIPALLY RESPONSIBLE FOR THE IDENTIFICATION OF STRONG AND THE SUCCESS ACHIEVED IN MAINTAINING THE FULL SECURITY SURVEILLANCES DURING PERIOD FROM MAY TWENTY SIXTH THROUGH TWENTY NINTH. IT IS NOTED STRONG DURING THIS PERIOD WAS USUALLY ACCOMPANIED BY [] BOTH OF WHOM WERE ACTIVE LEADERS IN THE COMMUNIST UNDERGROUND APPARATUS, AND AS SUCH WERE WELL TRAINED IN ANTI-SURVEILLANCE TACTICS. IT IS RECOMMENDED A PERSONAL LETTER OF COMMENDATION BE SENT TO EACH OF ABOVE MENTIONED AGENTS FOR THEIR OUTSTANDING WORK IN THIS MOST IMPORTANT ASSIGNMENT INVOLVING THE CHAIRMAN OF NATIONAL NEGRO COMMISSION, CPUSA. STRONG WAS ARRESTED AT THREE FORTY PM, MAY TWENTY NINTH, FIFTY SIX, BY ASAC DONALD E. MOORE, ACCOMPANIED BY SUPERVISOR [] AND SA HAROLD P. QUINN. THE MEETING OF SRC WAS IN FULL PROGRESS AT TIME OF THE ARREST AND STRONG AS WELL AS OTHER SOUTHERN REGIONAL LEADERS WERE IN ATTENDANCE AT MEETING AT TIME OF ARREST. IT WAS NECESSARY TO USE FORCE TO GAIN ENTRANCE TO EFFECT APPREHENSION OF STRONG. ON ARRIVAL AT MEETING PLACE IT WAS FOUND THAT OUTER ALUMINUM SCREEN DOOR AT ENTRANCE OF RESIDENCE WAS LOCKED. b6

END PAGE TWO

PAGE THREE

THE INNER DOOR WAS OPENED SLIGHTLY IN ANSWER TO DOORBELL BUT THE CHAIN BOLT WAS LEFT INTACT. THE AGENTS IDENTIFIED THEMSELVES AND ADVISED THAT THEY HAD A WARRANT FOR ARREST OF EDWARD EUGENE STRONG, WHO WAS KNOWN TO BE IN THE HOUSE. ON HEARING THAT STRONG WAS TO BE ARRESTED, THE INNER DOOR WAS SLAMMED AND BOLTED. IT WAS NECESSARY TO BREAK SCREEN DOOR AND THE INNER WOODEN DOOR TO GAIN ACCESS TO HOUSE. FOLLOWING SAS HAD BEEN ASSIGNED TO SURROUND HOUSE TO ASSURE STRONG WOULD BE APPREHENDED. [REDACTED] ROBERT J. KIRKLAND, b6 [REDACTED] MARVIN R. DORAN, [REDACTED] AND JOHN R. HAWKEN. SA [REDACTED] OBSERVED THAT IMMEDIATELY PRIOR TO HIS ARREST, STRONG WAS OBSERVED IN AN APPARENT ATTEMPT TO OPEN A WINDOW AT THE REAR OF THE HOUSE. ARRESTING AGENTS, AS THEY BROKE INTO THE FRONT ENTRANCE OF HOUSE, OBSERVED STRONG IN VICINITY OF REAR DOOR OF HOUSE IN WHAT MAY HAVE BEEN AN ATTEMPT TO GET OUT THE REAR DOOR. IT WAS QUITE EVIDENT THE SOUTHERN REGIONAL LEADERS AS WELL AS STRONG WERE COMPLETELY SURPRISED AND DID NOT EXPECT TO BE FOUND AT THE MEETING. IT IS BELIEVED PURPOSE OF BOLTING DOOR MAY HAVE BEEN TWOFOLD, ONE, TO PERMIT STRONG TIME TO DECIDE WHAT ACTION HE

END PAGE THREE

PAGE FOUR

WOULD TAKE AND, TWO, TO PERMIT PARTY LEADERS THERE TO TAKE COVER SO THAT THEY WOULD NOT BE IDENTIFIED. HOWEVER SOME OF THE PARTY LEADERS WERE IDENTIFIED AND OTHERS WERE OVERHEARD IN BASEMENT OF BUILDING. IT IS NOTED CP LEADERS IN ATTENDANCE HAD PREVIOUSLY BEEN OBSERVED AND IDENTIFIED AT TIME THEY ENTERED HOUSE. RECOMMEND INDIVIDUAL LETTERS OF COMMENDATION TO ASAC MOORE AND SUPERVISOR b6
 WHO LED GROUP OF ARRESTING AGENTS FOR THEIR EXCELLENT HANDLING OF A DIFFICULT SITUATION. IT IS RECOMMENDED IN VIEW OF SUCCESSFUL RESULTS ACHIEVED IN THIS MOST IMPORTANT APPREHENSION OF A CP LEADER A LETTER OF COMMENDATION BE SUBMITTED TO NYO TO BE INCLUDED IN PERSONNEL FILES OF AFOREMENTIONED AGENTS WHO WERE NOT SPECIFICALLY RECOMMENDED FOR A PERSONAL LETTER OF COMMENDATION. NUMEROUS OTHER AGENTS PARTICIPATED IN SURVEILLANCES DURING PERIOD FROM MAY TWENTY SIXTH THROUGH TWENTY NINTH. A COPY OF GENERAL LETTER OF COMMENDATION TO NYO WILL BE PLACED IN THEIR PERSONNEL FILES.

KELLY

END

HOLD PLS

NY R 19 WA EW

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. A. H. Belmont

DATE: August 7, 1956

FROM : Mr. F. J. Baumgardner

SUBJECT: COMMUNIST PARTY, USA - BRIEF
(Prosecution of Additional Communist
Functionaries under the Smith Act -
New York)
INTERNAL SECURITY - C

Tolson _____
 Nichols _____
 Boardman _____
 Belmont _____
 Mason _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Nease _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

SYNOPSIS:

The New York Smith Act trial concluded July 31, 1956, with a guilty verdict against 6 defendants. Marion Bachrach received a directed verdict of acquittal June 18, 1956. The trial was extremely important since the defendants were prominent national functionaries and constituted "second string" leadership of the Party. A lapse of 5 years between the indictment and trial presented difficulties and necessitated development of considerable additional evidence and numerous witnesses for successful prosecution. Assistant Attorney General Tompkins and chief trial attorney Assistant United States Attorney [redacted] highly commended Bureau and Agent personnel of New York for excellent work in connection with the case. SAC New York recommends incentive awards be granted to ASAC Donald E. Moore (\$200), SA [redacted] (\$250), SA [redacted] (\$300), Supervisor James T. Magle (\$200), and Staff Supervisor [redacted] (\$200) for their work in connection with preparation for trial and during the trial. SAC New York also recommends 10 agents receive letters of commendation. Five of these agents reported the daily trial proceedings to the Bureau and 5 had cases of the individual defendants assigned to them.

100-3-74-34

cc Belmont

Administrative Division

McC Baumgardner
 Dooley

HFD:pat

LBI (5) 102 LICE

REC'D 10/11/56

100-3-74-34

RECORDED - 73

100-3-74-34-3249

14 AUG 21 1956

100-3-74-34-3249
 100-3-74-34-3249
 100-3-74-34-3249

Memorandum for Mr. Belmont

RECOMMENDATIONS:

1) The Domestic Intelligence Division concurs with the recommendation of SAC New York for granting of incentive awards and letters of commendation in connection with the successful prosecution of this case.

2) If you approve this memorandum should be routed to the Administrative Division for appropriate handling.

[Handwritten signatures and initials: "MB", "JPA", "JTB", and a large stylized "A" with "JTB" above it]

See addendum Pg. 6.

Memorandum for Mr. Belmont

DETAILS:

New York Smith Act trial concluded on July 31, 1956, when a guilty verdict was returned against the 6 defendants. They are to be sentenced on September 17, 1956. Marion Bachrach received a directed verdict of acquittal on June 18, 1956. This was an extremely important case as all of the defendants were national leaders and 4 were former communist fugitives. On July 31, 1956, Assistant Attorney General Tompkins called the Bureau and said he wanted to tell the Director personally of the excellent job done by the Bureau and the Agents of the New York Office. He pointed out that AUSA [redacted] who acted as chief trial attorney, said that the agents worked tirelessly, presented a marvelous demonstration of teamwork and covered themselves with glory. b6

By letter received at the Bureau, August 6, 1956, SAC New York recommends incentive awards for ASAC Donald E. Moore (\$200), SA [redacted] (\$250), SA [redacted] (\$300), SA James T. Nagle (\$200) and SA [redacted] (\$200).

ASAC Moore handled all phases of investigation in preparation for the trial. Since the indictments were returned in June 1951 and the subjects were not brought to trial until 1956 many individuals previously considered as witnesses were no longer available and new evidence and witnesses had to be developed. ASAC Moore maintained close liaison with the Department attorneys and assured that additional evidence was produced without the disclosure of current Bureau informants. This necessitated intensive investigation and interviews with a large number of possible witnesses all over the country. He closely followed all phases of the case and demonstrated initiative and good judgment in handling numerous requests of the Department attorneys and was able to keep these requests in line with established policies.

Memorandum for Mr. Belmont

SA [] acted in liaison capacity with the United States Attorney's office from May 1955 until completion of the trial and was responsible for the preparation, maintenance and handling of all Government exhibits. He assisted in devising and operating a system of cataloguing, indexing and identifying over 25,000 exhibits so that they were readily available during trial. He handled the exhibits in the courtroom and his excellent work contributed greatly to the success of the prosecution. He also obtained and furnished to the attorneys information concerning defense witnesses which was of considerable value during cross-examination. It was necessary to obtain rare copies of various classics and locate items which could be introduced by available witnesses in lieu of documents the attorneys desired to introduce but could not because there were no witnesses competent to introduce them. The Government attorneys advised that SA [] handling of exhibits was superb and he performed his work in the most competent fashion possible. b6

SA [] has been engaged in the preparation of the New York Smith Act case for trial since May 1955. He sat at the counsel table throughout the trial and performed his duties in superior manner. AUSA [] said that his work was excellent and was responsible to a great extent for the success of the prosecution. He assisted the attorneys with background material regarding the case and details concerning the witnesses. He was familiar with the case of U.S. v. Flynn et al and was able to advise the attorneys with regard to tactics used by the defense in the trial thereby enabling them to anticipate problems which might arise. He is a student of Marxism-Leninism and was of invaluable assistance to the attorneys during the trial. He worked closely with the attorneys in considering additional witnesses and coordinated their requests so as to eliminate duplication of effort and did an outstanding job in locating witnesses. He anticipated the appearance of defense witnesses and had detailed information and documents available for use by the Government attorneys in cross-examination.

Memorandum for Mr. Belmont

SA James T. Neagle has supervised the investigation of this case since April 1955. He showed imagination, ingenuity and thoroughness in the location of additional witnesses, the location of exhibits and handling of the numerous problems which arose in connection therewith. He supervised the preparation of communications to various offices regarding interviews of prospective witnesses and forwarded the necessary material for use in these interviews. It was his responsibility to see that requests of the attorneys were handled promptly and that the results of investigation were promptly furnished the United States Attorney's office. He zealously protected the Bureau's interests during all phases of the trial. He also supervised the assignment of personnel to report the daily trial proceedings and kept the Bureau currently informed of all important developments. He constantly furnished advice and guidance to the agents handling the investigative work in connection with the case and his work was of a superior nature.

SA [redacted] was the staff supervisor b6 having over-all direction of the investigation. He did outstanding work with regard to the development of additional witnesses and was frequently called on to make quick decisions involving questions which arose. He supervised the location of exhibits and the assignment of interviews with prospective witnesses and made certain that all such witnesses were called to the attention of the attorneys. He reviewed the daily trial summaries furnished to the Bureau and made sure that the Bureau was fully and promptly advised of all important developments. He also supervised the preparation of reports and other communications in connection with this case. As a result of his knowledge of the U. S. v. Flynn et al case he was able to efficiently supervise the activity with regard to the location of pertinent exhibits. His work dealing with the preparation for trial and the trial itself was of a superior nature and contributed materially to the conviction of the defendants.

Memorandum for Mr. Belmont

SAC New York also recommends that Agents [redacted] James F. Reilly, Carlyle W. Miller, Robert S. Kennemur and J. L. Martin receive letters of commendation. These agents were responsible for the daily review of the trial transcript and the preparation of the daily teletypes and airtels sent to the Bureau. He also recommends Agents George Edwin Jones, [redacted] and Eugene R. Noble be given letters of commendation. These agents had the cases of individual defendants assigned to them for investigation and prepared extensive prosecutive summary reports on a current basis to keep the attorneys aware of all witnesses available and all evidence developed. b6

APPENDIX: (FJBA:RM 8/7/56)

This matter was supervised from the outset by SA Edwin F. Deoley and it was truly one of the more difficult Smith Act matters from a prosecutive standpoint. Not only did the preparations for this trial extend over a period of approximately five years, thus developing complicated questions concerning the availability of witnesses and problems of proof, but it was also necessary to incorporate the cases of several of the Communist fugitives into the prosecution on short notice after they surrendered late in 1955. The fact that this prosecution progressed smoothly and without incident from a prosecutive standpoint is a tribute to the effectiveness of the over-all supervision this matter received at the Seat of Government and SA Deoley is definitely deserving of consideration for commendation.

[Handwritten signatures and initials follow]

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 8/3/56

FROM: *gkm* SAC, NEW YORK

SUBJECT: RECOMMENDATION FOR INCENTIVE AWARD

Name of Employee ASAC DONALD E. MOORE

Position, Grade and Salary Assistant Special Agent in Charge, GS-15, \$11,610

Where Assigned New York

It is recommended that the above-named employee be afforded an incentive award in the form of: (Check one or both as facts justify).

☒ A cash award in the amount of \$200.

☐ An honorary award in the form of a certificate, key, emblem, pin or other recognition.

The basis for this recommendation is as follows: (Use one or more as facts justify).

I. SUSTAINED ABOVE-AVERAGE PERFORMANCE, FOR SUCH PERIOD OF TIME AS WOULD BE REASONABLE UNDER THE CIRCUMSTANCES, THAT MERITS RECOGNITION: (Describe in summary form and use production figures where available. Point out specifically why performance is considered superior).

The case entitled "US vs. ALEXANDER TRACHTENBERG, et al," was concluded on July 31, 1956, with a verdict of guilty returned by the jury against six defendants. On June 18, 1956, a directed verdict of acquittal had been entered with regard to MARION BACHRACH. The original indictment in instant case was returned on June 20, 1951, and during the succeeding period two of the defendants, ALEXANDER TRACHTENBERG and GEORGE BLAKE CHARNEY, had been convicted but were granted a new trial in hearings held early in 1955. (continued on page 4)

II. EXEMPLARY PERFORMANCE OF ASSIGNED TASKS WHEREBY PREVIOUSLY UNATTAINED RECORDS OF PRODUCTION ARE ACHIEVED: (Set out production record with appropriate comparisons).

2 - Bureau (RM)

1 - New York (67-) (DONALD E. MOORE) (P & C)

1 - New York (67-1777)

19
AUG 8 1956

3-100-
mu

III. EXEMPLARY OR COURAGEOUS HANDLING OF AN EMERGENCY SITUATION IN CONNECTION WITH OR RELATED TO OFFICIAL EMPLOYMENT: *(Describe in detail listing specific risks involved and results achieved).*

IV. IDEAS WHICH HAVE RESULTED IN IMPROVED OPERATIONS: *(Summarize ideas and specific improvements resulting therefrom).*

V. PERFORMANCE WHICH HAS INVOLVED THE OVERCOMING OF UNUSUAL DIFFICULTIES: *(List specific obstacles, problems, hardships, sacrifices, etc., as well as unusual investigative techniques utilized, with results achieved).*

Five years passed between the time of indictment and prosecution in instant case. Unavailability of numerous witnesses originally considered for testimony in this case made it necessary to conduct minute, detailed investigation in order to establish additional evidence, along with the problem of locating new witnesses who could testify in instant case. This presented unusual difficulties, particularly in view of the additional obstacles presented due to the recantation of testimony on the part of HARVEY MATUSOW. In connection with this matter ASAC MOORE has given freely of his own time over a long period of time in order to

The accomplishment of this employee is considered to be of moderate
(minor, moderate, major or extraordinary)

value to the Bureau. Furthermore, the accomplishment is believed to have broad application
(limited, broad or general)

to the Bureau's work; or involved personal danger or risks. The accomplishment
(limited, substantial or exceptional)

is not believed applicable to other agencies of the Department of Justice or to other departments of the
(is or is not)

Government for the following reasons: *(Name other agencies or departments if answered affirmatively).*

- 3 -

I. (CONT'D)

Four of the defendants convicted were former COMFUGS, ^{b6} namely, [REDACTED] FRED FINE and JAMES EDWARD JACKSON, JR. Because of the long period of time which elapsed since the indictment in this case, many individuals once considered witnesses for the prosecution were no longer available prior to instant trial. It was necessary during the period subsequent to April, 1955, to conduct vigorous and minute investigation in order to locate new witnesses who would be in a position to testify concerning the action of the defendants and their complicity in conspiracy against the United States.

ASAC DONALD E. MOORE, in whose division the investigative work was performed, handled all phases of this matter in excellent fashion. He exhibited uniformly excellent judgment in the handling of numerous matters which called for ready decision and rendered invaluable service in maintaining appropriate liaison with Departmental representatives handling the prosecutive phases of instant case. In this regard, he evidenced above-^{average} judgment in handling numerous requests made by SAAG DAVID HARRIS and was able to keep these requests in line with established policies.

ASAC MOORE also rendered particularly valuable service in that through his liaison he saw to it that no informants not essential to instant case were divulged and, accordingly, that a minimum loss of informant services was incurred by the Bureau.

ASAC MOORE followed instant investigation and prosecution closely and demonstrated high qualities of initiative, judgment and drive in carrying this case through to what is felt is a very successful conclusion.

It is felt that the services of ASAC MOORE were of a very high caliber and deserving of instant incentive award for which he is being recommended.

V. (CONT'D)

insure thorough, proper handling which has in no small part contributed to the successful conclusion of this case.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

FROM : *JFK* SAC, NYC (67-1777)

SUBJECT: COMPROS, NEW YORK
IS-C

DATE: 8/8/56

PERSONAL AND CONFIDENTIAL

Mr. Tolson	_____
Mr. Nichols	_____
Mr. Boardman	_____
Mr. Belmont	_____
Mr. Parsons	_____
Mr. Rosen	_____
Mr. Nease	_____
Mr. Winterrowd	_____
Mr. Tamm	_____
Mr. Holloman	_____
Miss Gandy	_____

UNITED STATES vs. ALEXANDER TRACHTENBERG, et al

ReNYlt 8/2/56, captioned as above.

Transmitted herewith is my recommendation for
an incentive award for ASAC Donald E. Moore.

Encs. 2
2-Bureau
1-NY 67-1777
1-NY personnel file ASAC D.E. Moore
(4)

1 detached - p
1 - FD - 257

ENCLOSURE
101-102102
101-102102

APC 11 5 25 PM '56

To Belmont
8/7/56
53 Memo
3-CPD
17

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. A. H. Belmont

DATE: August 10, 1956

FROM : Mr. F. J. Baumgardner

SUBJECT: COMMUNIST PARTY, USA - BRIEF
(Prosecution of Additional Communist
Functionaries under the Smith Act -
New York)
INTERNAL SECURITY - C

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mason _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

Reference is made to my memorandum dated August 7, 1956, furnishing the views of the Domestic Intelligence Division with regard to the recommendations of SAC Kelly for incentive awards and letters of commendation for personnel of the New York Office in connection with the recently concluded New York Smith Act trial. Supervisor C. R. Davidson of the Administrative Division has requested additional facts be presented to support the recommendation for an incentive award in the amount of \$200 for ASAC Donald E. Moore.

In addition to his excellent work in connection with the New York Smith Act trial as set out in referenced memorandum ASAC Moore has been responsible for the supervision of the entire Smith Act program in the New York Office for approximately two years. He personally directed the arrests of Dr. Albert Emanuel Blumberg, a Philadelphia Smith Act subject, in September, 1954; [redacted] a New Haven Smith Act subject, in November, 1954; and Max Morris Weiss, a Chicago Smith Act subject, in September, 1955. Blumberg, [redacted] and Weiss were in an underground status when the apprehensions were made. Moore personally apprehended Edward Eugene Strong, a Boston Smith Act subject, in May 1956 and in connection with this arrest received a letter from the Director commending him for exercising admirable intelligence, alertness and presence of mind.

Because of the fact that New York is the national headquarters of the Communist Party the New York Office has figured in practically all of the Smith Act prosecutions either in the location and apprehensions of the subjects, the furnishing of witnesses or the location and production of exhibits. During the period that Moore has been ASAC in New York his supervision of this work has been of a superior nature and warrants special commendation.

cc Administrative Division
Belmont
Baumgardner
Dooley
FFD:pat
(5/3/56)

RECORDED 11/10 3-74 34-3250
14 AUG 21 1956

Memorandum for Mr. Belmont

ACTION:

It is recommended that this memorandum be forwarded to the Administrative Division.

over to Joe
Joe
tr
gro
tr
af
cb

recom. Edmunds
to make
cp. long. bill.
8/12/56

August 22, 1956

Personal and Confidential

Mr. Donald E. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

I certainly want you to know of my sincere appreciation for your major contributions to the success achieved in the recent trial of Communist functionaries in New York.

You demonstrated admirable ability, enthusiasm and devotion to duty in supervising the many phases of this difficult and complicated matter. The noteworthy fashion in which you have handled your responsibilities relative to the entire Smith Act program has been a source of satisfaction to me and merits considerable praise and recognition.

Sincerely yours, 92

CC: SAC, New York (Personal and Confidential)

The Bureau recognizes that ASAC Moore has done an exceptionally fine job; however, since he is an Assistant Special Agent in Charge in grade GS-15 and, as such, is expected to handle such responsibilities capably, it is not felt his performance merits an incentive award.

MOL:hwo
67-191804-136

(4) Based on memo Edwards to Mohr 8/13/56 chvp:hlb

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mason _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____

RECEIVED READING ROOM
F B I
AUG 22 4 57 PM '56
191804-200

25 AUG 29 1956

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

September 21, 1956

I certify that I have received the following Government property for official use:
returned

INSPECTOR'S MANUAL # 371
(issued 8-15-56)

FILE

3-M

RETURNED

PER all

50 INSPECTOR'S MANUAL # 201
(issued 4-7-52)

(destroyed in Field 9/21/56)

67 - NOT RECREATED

7 SEP 21 1956

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY.

Very truly yours,

Donald E. Moore

Donald E. Moore

PHYSICAL FITNESS INQUIRY FOR MOTOR VEHICLE OPERATORS

1. LAST NAME—FIRST NAME—MIDDLE NAME Moore, Donald E.		2. DATE OF BIRTH 7/11/18	3. TITLE OF POSITION Assistant Special Agent in Charge		
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 692 Hunt Lane Manhasset, New York			5. EMPLOYING AGENCY FBI		
6. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)					
YES	NO		YES	NO	
	<input checked="" type="checkbox"/>	Poor vision in one or both eyes		<input checked="" type="checkbox"/>	Arthritis, rheumatism, swollen or painful joints
	<input checked="" type="checkbox"/>	Eye disease		<input checked="" type="checkbox"/>	Loss of hand, arm, foot, or leg
	<input checked="" type="checkbox"/>	Poor hearing in one or both ears		<input checked="" type="checkbox"/>	Deformity of hand, arm, foot, or leg
	<input checked="" type="checkbox"/>	Diabetes		<input checked="" type="checkbox"/>	Nervous or mental trouble of any kind
	<input checked="" type="checkbox"/>	Palpitation, chest pain or shortness of breath		<input checked="" type="checkbox"/>	Blackouts or epilepsy
	<input checked="" type="checkbox"/>	Dizziness or fainting spells		<input checked="" type="checkbox"/>	Sugar or albumin in urine
	<input checked="" type="checkbox"/>	Frequent or severe headaches		<input checked="" type="checkbox"/>	Excessive drinking habit (ALCOHOL)
	<input checked="" type="checkbox"/>	High or low blood pressure		<input checked="" type="checkbox"/>	Other serious defects or diseases
	<input checked="" type="checkbox"/>	Drug or narcotic habit			
7. IF YOUR ANSWER IS "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, EXPLAIN FULLY IN THIS SPACE:					
<p>Occasionally but not required for driving, and examinations for operator's license both Michigan and New York State found vision entirely o.k. for driving without glasses</p>					
8. (A) DO YOU WEAR GLASSES? <input checked="" type="checkbox"/> YES / <input type="checkbox"/> NO (B) DO YOU WEAR CONTACT LENSES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
(C) DO YOU WEAR A HEARING AID? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
I certify that my answers above are full and true, and I understand that a false statement or dishonest answer to any question may be grounds for cancellation of my eligibility or my dismissal from the service and is punishable by law.					
SIGNATURE <i>Donald E. Moore</i>			DATE 9/21/56		

REVIEW AND CERTIFICATION BY DESIGNATED OFFICIAL	
I certify that I have reviewed this physical fitness inquiry form and other available information regarding the physical condition of the applicant, and that I have made the following determination:	
<input checked="" type="checkbox"/> There is no information on this form or otherwise available to indicate that the applicant should be referred for physical examination.	
<input type="checkbox"/> On the basis of items checked on this form or other information, this applicant must be referred for physical examination before he is authorized to operate a Government-owned motor vehicle or his current authorization is renewed.	
<input type="checkbox"/> Items checked on this form or otherwise available do not warrant referral for medical examination because of the following facts:	
<div style="text-align: center;">67 - NOT RECORDED 2 SEP 26 1956</div>	
SIGNATURE OF DESIGNATED OFFICIAL <i>James J. Kelly</i>	DATE 9/21/56

PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL)

Moore, Donald E.

DATE

9/21/56

DIVISION AND SECTION ASSIGNED

Division IV

POSITION TITLE

Assistant Special Agent in ChargeTHIS IS TO CERTIFY THAT I PRESENTLY ☒ HOLD ☐ DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.PERMIT ISSUED BY:
(STATE, TERRITORY
POSSESSION, DISTRICT)**New York**

PERMIT NUMBER

1035419

PERMIT EXPIRES

9/30/57THIS IS AN UNRESTRICTED ~~RESTRICTED~~ PERMIT. (IF RESTRICTED, EXPLAIN BELOW)
(STRIKE OUT ONE)THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY 20,000 MILES. DURING THIS TIME (A) I ☐ HAVE ☒ HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I ☐ HAVE ☒ HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.

* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.



SIGNATURE OF OPERATOR

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL)

Kelly, James J.

POSITION TITLE

Special Agent in Charge

DATE

9/21/56

THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:


☒ CONTINUOUS SAFE DRIVING RECORD☐ INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **

I CERTIFY THAT THIS EMPLOYEE IS:

☒ QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS.☐ NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.

REMARKS:

** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST



COPY - 137

TO : Mr. Mohr
FROM : H. L. Edwards
SUBJECT : COMMUNIST PARTY, USA - BRIEF
(Prosecution of Additional Communist
Functionaries under the Smith Act -
New York)
INTERNAL SECURITY - C

August 13, 1956

RE: INCENTIVE AWARDS AND COMMENDATION

New York Smith Act trial, lasting three months, concluded 7/31/56 with guilty verdict against six defendants. One defendant received directed verdict of acquittal 6/18/56. Trial considered extremely important since defendants were prominent national functionaries and constituted "second string" leadership of party. Lapse of five years between indictment and trial presented difficulties and necessitated development of considerable additional evidence and numerous witnesses for successful prosecution. Assistant Attorney General Tompkins and Chief Trial Attorney, Assistant U. S. Attorney [redacted] highly commended Bureau and agent personnel, New York.

b6

SAC, New York recommended incentive awards be granted to ASAC/Donald E. Moore (\$200), SA [redacted] (\$250), SA [redacted] (\$300), Supervisor James T. Neagle (\$200), and Staff Supervisor [redacted] (\$200) for superior work prior to and during trial. SAC, New York also recommended ten agents for commendation.

By memo 8/7/56 and 8/10/56, Domestic Intelligence Division concurred in above recommendations and recommended SOG Supervisor [redacted] for commendation.

Enclosures
CRD:hvp/hlb
(2)

ORIGINAL FILED IN 67-72-7497

82 SEP 12 1956

COPY - 137

AGENTS RECOMMENDED FOR INCENTIVE AWARDS:

ASAC Donald E. Moore: Handled all phases of investigation in preparation for trial. Maintained close liaison with the Department attorneys and assured additional evidence produced without disclosing current Bureau informants. Closely followed all phases of case and demonstrated initiative and good judgment in handling numerous requests of Department attorneys and was able to keep these requests in line with established policy.

In addition to this case he has been responsible for supervision of entire Smith Act program in New York Office for approximately 2 years. Personally directed arrements of Dr. Albert Emanuel Blumburg, Philadelphia Smith Act subject, [redacted] New Haven Smith Act subject, Max Morris Weiss, Chicago Smith Act subject, and Edward Eugene Strong, Boston Smith Act subject. b6

Since New York is national headquarters of Communist Party, the New York Office figured in practically all Smith Act prosecutions either in location and apprehension of subjects, furnishing of witnesses or location and production of exhibits. Since Moore has been ASAC in New York his supervision of this work has been of a superior nature.

SA [redacted]: Acted in liaison capacity with U.S. Attorney's office from May, 1955, until completion of trial. Responsible for preparation, maintenance and handling of all Government exhibits. Assisted in devising and operating cataloguing in courtroom and his excellent work contributed greatly to success of prosecution. Also obtained and furnished to attorneys information concerning defense witnesses, utilized to excellent advantage during close examination. Government attorneys advised his handling of exhibits was superb and his performance was the most competent possible. b6

SA [redacted]: Engaged in preparation of case for trial since May, 1955. Sat at counsel table during trial and performed duties in superior manner. AUSA said his

COPY - 137

work was excellent and responsible, to great extent, for success of prosecution. Assisted attorneys with background material regarding case and details concerning witnesses. Familiar with previous Smith Act case in which he participated and was able to advise attorneys with regard to tactics used by defense in trial, thereby enabling them to anticipate problems which might arise. b6
SA [] is a student of Marxism-Leninism which enhanced his value to attorneys during trial with whom he worked closely in considering additional witnesses and coordinated their requests. Did outstanding job in locating witnesses. Anticipated appearance of defense witnesses and had detailed information and documents available for cross examination.

SA James T. Neagle: Supervised case since April, 1955. Showed imagination, ingenuity and thoroughness in location of additional witnesses, location of exhibits and handled numerous problems which arose in connection therewith. Supervised preparation of communications to various offices regarding interviews of prospective witnesses. Responsible for insuring that requests of attorneys were promptly handled, zealously protected Bureau's interest and supervised assignment of personnel to report daily trial proceedings and kept Bureau currently informed of all important developments. Work superior nature. b6

Staff Supervisor []: Over-all direction of investigation. Outstanding work in development of additional witnesses and made frequent and quick decisions as problems arose. Supervised locations of exhibits and assignment of interviews and insured all witnesses were called to attention of attorneys. Reviewed daily trial summaries and insured Bureau was fully and promptly advised of all important developments. Supervised preparation of reports and other communications and as a result of his knowledge of previous Smith Act case was able to efficiently supervise the activity regarding location of pertinent exhibits. His work considered superior and materially contributed to conviction of defendants.

BUREAU RECORDS OF THE FOREGOING AGENTS:

ASAC MOORE EOD 3/10/41, GS-15, \$11,610. Transferred to New York as ASAC 9/23/54 and since then commended on four occasions

COPY - 137

and censured on five. SA [] EOD 11/17/47, GS-13, \$8990. Transferred to New York 4/25/55. No administrative action since then; however, received \$200 meritorious increase 9/8/54 in connection with Smith Act Trial in Philadelphia. SA [] EOD 11/6/50, GS-12, \$7570. Transferred to New York 10/7/51. On 2/15/53 received \$200 meritorious increase in connection with New York Smith Act Trial. One commendation through SAC since then. No censures. SA NEAGLE EOD 2/16/48 as SA, GS-13, \$8990. Transferred to New York 9/16/48. Presently assistant supervisor. Commended three three times by Director and once through SAC. Censured twice. SA [] EOD 8/26/40, GS-14, \$10,750. Staff Supervisor. During last three years has been censured on four occasions, commended twice and received \$200 meritorious increase 10/24/54 for participation in development of confidential source of information. b6

Under the approved table utilized in determining the amount of incentive awards to be given under the Incentive Awards Program, it is felt that the accomplishments of the agents recommended for such awards have been of moderate value and broad application, thus entitling them to awards of between \$150 and \$300. The amounts of awards recommended in this case are consistent with awards previously approved in Smith Act trial cases.

RECOMMENDATIONS:

(1) It appears that SAs [] and [] of the New York Office, made the major contributions to the success of this trial and from information submitted it is difficult to distinguish between the value of their individual performances. Therefore, it is recommended that each receive incentive awards in the amount of \$250. b6

Letters & authorizations
8/22/56
MOL

I agree
gan

OK
H

COPY - 137

(2) The highly effective manner in which ASAC Moore handled the over-all supervision of this case and the superior manner in which he has supervised the entire Smith Act program appears deserving of special recognition. However, since he is a GS-15, ASAC and in such a position as expected to capably handle the over-all supervision of matters of this nature, it is recommended that he be commended only.

done
8/22/56
MOL

OK
H

I agree
gan

(3) The supervision of this case in the New York Office by SAs James T. Neagle and [redacted] appears to have been of the highest order; however, it is not felt that cash awards are merited in their cases since they were handling their normal supervisory duties. Recommended they be commended only. b6

done
8/22/56
MOL

OK
H

I agree
gan

(4) In view of the highly competent manner in which the following agents of the New York Office handled daily review of trial transcript and preparation of daily teletypes and airtels to Bureau, handled cases of individual defendants for investigation and preparation of prosecutive summaries, it is recommended that they be commended: [redacted] James F. Reilly, Carlyle W. Miller, Robert S. Kennemur, J.L. Martin, George Edwin Jones, [redacted] Eugene R. Noble. b6

done
8/22/56
MOL

OK
H

I agree
gan

(5) That SOG Supervisor Edwin F. Dooley be commended for the highly competent manner in which he handled the over-all supervision of the case at the SOG.

done
8/22/56
MOL

OK
H

I agree
gan

COPY - 137

(6) Also recommended that letter of commendation be directed to SAC, New York, for the highly successful handling of this case by the personnel of that office.

I agree
JPM
8/14

done
8/22/56
MOL

OK
H

I agree
gan

PERMANENT BRIEFS OF THE PERSONNEL FILES OF SAAC MOORE AND SAs
[REDACTED] NEAGLE AND [REDACTED] ARE ATTACHED. b6

Detached in
Directors
office
8/15/56
edm

October 4, 1956

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED

Mr. Donald S. Moore
Federal Bureau of Investigation
New York, New York

Dear Mr. Moore:

Your headquarters are changed from **New York, New York,** to **Washington, D. C.,** effective upon your arrival there on or after this date. This change is made for official reasons and you will be allowed transportation expenses and per diem at the rate of \$12.00 per day within the U. S., \$6.00 per day for air travel, rail travel, and ocean travel by steamship outside the continental limits of the U.S., transportation expenses for your immediate family, and transportation cost of household goods and personal effects as provided for in Public Law 600 dated August 2, 1946, and Executive Order 9805, dated November 25, 1946, as amended. You are authorized to use your privately owned automobile and you will be reimbursed at the rate of ten cents per mile plus incidental expenses, not to exceed the cost by common carrier over the most direct route for all persons officially traveling therein. Should your dependents travel separate and apart from you, expenses will be allowed under the same conditions as above. **Report to SAC, Room 17 for assignment.**

Sincerely,

Very truly yours,

J. E. Hoover

John Edgar Hoover
Director

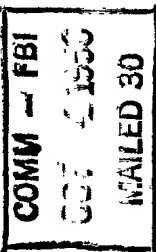
CC - SAC, New York (PAC) Expedite transfer and advise within 48 hours departure date and arrival date.
CC - Mr. Belmont (PAC) Special Agent Moore is a replacement for Special Agent Hennrich.

Mr. Nichols.
Mr. Tamm
Mr. Nease
Mr. Newman
Miss Tietgen
Mrs. Artell
Mr. H. L. Edwards
Miss [redacted]

JPM: pac
(12)

2 OCT 1956

FEDERAL BUREAU OF INVESTIGATION



Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

Routing Slip
FD-4 (8-18-54)

Date 10/19/56

To



Director

PERSONAL & CONFIDENTIAL

FILE #

Att. ADMINISTRATIVE DIVISION



SAC

Title



ASAC



Supv.



Agent



SE



CC



Steno



Clerk

1. Axtell

2. Property

3. Movement

4. Payroll

5. Hayes

ACTION DESIRED



Reassign to



Initial & return



Open Case



Send Serials



Search & return



Expedite



Submit report by



Recharge serials



Correct



Prepare tickler



Call me



Return serials



See me



Submit new charge-out



Acknowledge



Type



Leads need attention



Bring file



File



Return with explanation or notation as to action taken.



Delinquent

ATTACHED HERETO IS FIELD PERSONNEL FILE
FOR DONALD E. MOORE, FORMER ASAC, NYO
WHO HAS REPORTED TO THE BUREAU ON TRANSFER,
AS WELL AS PROPERTY CARD AND FIREARMS RECORD.
MR. MOORE COMPLETED HIS TECHNICAL TRAINING FOR
1956. FD-261 also attached, det in Domestic
Intell. Div.

2 ENCLOSURE
REGISTERED
MAIL

SAC

J. J. KELLY

NYC

Office

67-NOT RECORDED-16

44
38 OCT 31 1956

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

10/24/56

I certify that I have received the following Government property for official use:

~~XXXXXXXXXX~~

Parking Permit Space 16

67 - NOT RECORDED

7 OCT 26 1956

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

8-M

PER JLB

Donald E. Moore
Very truly yours,

Donald E. Moore

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

10/22/56

I certify that I have received the following

Government property for official use:

Manual of Rules and Regulations #54
Manual of Instructions, Volumes I, II, III, IV, #7555
Supervisor's Manual #206
Operations and Procedures Manual on Personnel Matters #29
First Floor Master Key

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

67 - NOT RECORDED

7 OCT 23 1956

FILE

3-M

PER JLB

Very truly yours,

Donald E. Moore

Donald E. Moore

Special Agent

Mr. A. H. Belmont

10/19/56

Director, FBI

**EXECUTIVE ORDER 10501
SAFEGUARDING OF OFFICIAL INFORMATION
IN THE INTEREST OF THE DEFENSE
OF THE UNITED STATES**

Re your memorandum to Mr. Q. Tamm dated
October 15, 1956.

Authority to classify, declassify, upgrade, or down-
grade defense information is granted to Inspector Donald E. Moore
as long as he serves in the Domestic Intelligence Division.
Inspector Moore is considered to be a replacement for Inspector
Carl E. Hennrich.

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mason _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

cc - Mr. Mohr - Movement Unit should make appropriate record
of the above grant of authority.

cc - Personnel Files of: ~~Inspector Donald E. Moore~~
Inspector Carl E. Hennrich

WWW:vfb
(6)

8 OCT 20 1956

RECEIVED
OCT 19 1956

67-1042-10000-10000

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON */pmb*

DATE: 10/5/56

FROM : J. P. MOHR *0*SUBJECT: DONALD E. MOORE
ASAC, New York Office
Under transfer to Domestic Intelligence Division

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mason	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

ASAC Moore called me this afternoon and stated he had received the Director's letter transferring him to the Seat of Government and he seemed to be elated over the fact that he had gotten a transfer to the Seat of Government. He said the letter did not indicate where he was to report but that SAC N. H. McCabe had apparently called SAC Kelly and he presumed McCabe was coming in to relieve him. Mr. Moore was advised that the Director had designated him as one of the #1 Men in the Domestic Intelligence Division and he was extremely pleased and grateful for the Director's selecting him for this important assignment.

Mr. Moore stated that he was ready to report whenever the Bureau desired; that he had one small personal problem but he thought he could work that out satisfactorily. His wife is pregnant and they are expecting a child on October 31, 1956. Mr. Moore stated he would like to report to the Seat of Government on Monday, October 15, 1956 and then return to New York at the time the child was born in order to be with his wife. He wondered if this was satisfactory and I told him it would be satisfactory unless he was advised to the contrary.

I think the reporting date is satisfactory because it will give Moore a chance to become acclimated at the Seat of Government and at the same time will give him a chance to return to New York and brief N. H. McCabe on his desk. In the event Moore stayed at New York until after the child was born, it would mean that his transfer would be delayed for a considerable period of time and it would not be possible for him to get here until sometime in November.

JPM:DW

(3)

CC - Movement Section

J. P. Mohr

✓ *Jpm*

67-191804-202	
Searched
Numbered	92
2 OCT 10 1956	
FEDERAL BUREAU OF INVESTIGATION	

66 OCT 17 1956

RECORDED 148

THREE

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 9/21/56

FROM : SAC, NEW YORK

PERSONAL & CONFIDENTIALSUBJECT: SECURITY - ESPIONAGE CONFERENCE
OCTOBER 22 and 23, 1956

Rebulet to Albany, 9/13/56.

After careful consideration, it is the recommendation of this office that ASAC Donald E. Moore, Supervisor Thomas J. McAndrews, and Supervisor [redacted] represent the New York Office at the above-captioned conference. In addition, it is recommended that Supervisor Frank J. Smith be authorized to attend this conference inasmuch as a considerable portion of the agenda deals with matters which are being supervised by Mr. Smith in the NYO. It is felt that his attendance at the conference would be beneficial not only to him but to the conference itself and the NYO.

UACB, tASAC Moore and the three supervisors named above will attend this conference.

WGS:MFB

67-191804-203
Serial 1
Number 144
10 OCT 15 1956
Revised 10-1-56

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OCT 17 1956

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OCT 17 1956

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THREE - eng

October 16, 1956

MEMORANDUM FOR MR. TOLSON

Today I saw Special Agent Donald E. Moore, who has been transferred from New York, where he was serving as an Assistant Special Agent in Charge, to take the Number One position in the Domestic Intelligence Division.

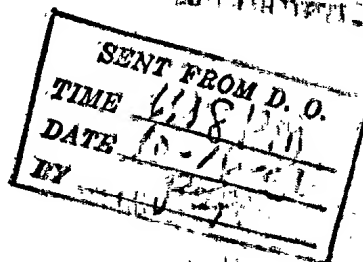
Mr. Moore wished to express his appreciation for the opportunity afforded him to serve at Washington in this new capacity.

I discussed with Mr. Moore generally the problems of the Domestic Intelligence Division and the imperative need for encouraging new ideas upon the part of all of the staff of that Division. I also cautioned him against being "smothered" by routine and precedent, namely, that he, as well as all others, should be alert to make changes in procedures when such are necessary and desirable without respect to the fact that the procedure had been established for a long period of time.

Very truly yours,

158 Q 4
John Edgar Hoover
Director

JEH:TLC
(4) *see*



67-191804-204

Stamped

150

OCT 17 1956

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

THREE
30

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 10-11-56

FROM : H. L. Edwards

SUBJECT: DONALD E. MOORE

Assistant Special Agent in Charge
Internal Security Division - New York Office
EOD 3-10-41; GS-15, \$11,610
Non-Veteran; Not on Probation
(Under transfer to Domestic Intelligence Division)

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mason _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

The following is a brief and concise summary of his record for the Director's use. Mr. Moore is scheduled to arrive on 10-15-56 to assume duties as Head of Espionage-Central Research Branch of the Domestic Intelligence Division as a replacement for Mr. C. E. Hennrich who is under transfer to the Philadelphia Office as Special Agent in Charge.

A review of his file reflects that he entered on duty as an Agent on 3-10-41 and has been Assistant Special Agent in Charge in the New York Office since 9-23-54. Since assuming his duties as ASAC at New York, he has been CENSURED on 5 occasions and during the same period was COMMENDED on 5 occasions. His last letter of censure dated 6-20-55 resulted from the inspection of the New York Office completed in June, 1955. It was found his division had 10 substantive case write-ups and this was considered excessive. He was reallocated to grade GS-15, \$11,610 per annum on 12-4-55.

The Director last saw him on 6-4-56, while he was attending the Security In-Service training school. The Director commented that he made an excellent personal appearance, seemed to have a grasp of the responsibilities of his work and he was rated above average. The Director discussed with Mr. Moore the necessity for keeping the work current, the informant coverage in the security field, the 105 letters of censure sent to the New York Office in the last six months, the importance of our investigations in the Riesel and De Galindez cases and the delicate situation existing between the Immigration and Naturalization Service and the FBI.

His daily average overtime for March, 1956 was 2 hours 37 minutes; April, 2 hours 5 minutes; May, 2 hours 1 minute; June, 2 hours 1 minute; July, 3 hours 19 minutes and August, 3 hours 30 minutes.

His offices of preference as of February, 1956 are as follows: San Francisco, Seattle, and Portland.

For the Director's use in the event he should see Mr. Moore, there is set out below a summary of the recent inspection of the Domestic Intelligence Division conducted by Inspector Buys from 9-26-56 to 9-27-56.

PHYSICAL CONDITION AND MAINTENANCE

FDH/jas

(2) Attachment (Permanent Brief)

newshutolinski
10-16-56
SKH:ja

RECORDED-63	67-191804-205
Searched	150
Number	150
FEDERAL BUREAU OF INVESTIGATION	
EXCELLENT	

THREE
PK

Space neat and well maintained. No delinquencies found during inspection and security check.

INVESTIGATIVE OPERATIONS VERY GOOD

Active pending cases in classifications supervised by Domestic Intelligence Division increased from 18,944 on 7-31-55 (last inspection) to 19,940 as of 8-31-56 or 5.26%, which was slightly lower than over-all Bureau increase for all classifications of 5.89% during the same period.

Receipts decreased 9.13% and closings decreased 12.75% in 1956 fiscal year as compared to 1955 fiscal year, whereas Bureau-wide receipts decreased 5.12% and closings decreased 8.39%. As of 8-31-56 Domestic Intelligence Division matters were 7.74% delinquent (last inspection 24.94%) as compared to over-all field delinquency of 6.27%.

Supervisory work pending per supervisor 9-19-56 averaged 43 hours, 31 minutes in Espionage Section (over three quarters of which was of project type); 8 hours 45 minutes in Subversive Control Section; 13 hours, 16 minutes in Internal Security Section; 43 hours, 53 minutes in Central Research Section (practically all of which was project work and preparing monographs); and 12 hours, 8 minutes in Liaison Section (nearly one-third of which was project work).

640 Agents in field authorized for assignment to Intensification Program and 637 Agents actually so assigned (including 30 temporarily working on criminal case special in New York). 12,873 cases opened as result of this program, of which 6,190 opened since last inspection, representing 53.7% of all cases opened in Espionage Section since last inspection. 216 intelligence agents identified as result of this program, 27 since last inspection.

Number of active double agents operating increased from 12 to 23 or 91.7%; inactive double agents decreased from 11 to 5 or 54.5% and potential double agents decreased from 39 to 32 or 17.9% since last inspection. As of 9-1-56, 204 Soviet agents identified from Bureau Source 5 material and investigations arising therefrom of which 8 identified since last inspection.

As of 9-6-56, 21 Smith Act Subjects awaiting trial in 5 trial areas, 11 of whom scheduled for trial 10-15-56 at San Juan, 7 at Boston, 1 at Chicago, 1 at Indianapolis and 1 at Butte, with no dates set for last 4 trials. 12,993 Security Index Subjects 8-15-56 of which 40 missing (95 missing last inspection). In 150 files reviewed no errors of substance found; 3 write-ups made by Inspector for constructive guidance.

Approved Security Informants increased from 933 to 948 or 1.6% and potentials increased from 420 to 578 or 37.6% since last inspection.

Among principal accomplishments since last inspection listed by Assistant Director Belmont are: (1) Internal Security Section: Intensification of coverage of racial matters, Communist Party fronts, national leaders, international relations and membership of Communist Party; 20 convictions in Smith Act cases; 12 in Federal Train Wreck case; 1 in United Airlines crash matter; and 4 in Labor Management Relations Act of 1947 cases. (2) Espionage Section: Enlarged double agent program; under Anagram Program made available cryptographic material to National Security Agency valued at more than \$1,000,000; obtained and provided interested officials and agencies with positive intelligence information and other information of vital significance to United States security, including top priority information to State Department. (3) Subversive Control Section: Summary report and annual report programs completed in all offices except New York; re-evaluation of Security Index completed. (4) Liaison Section: effective coverage in Border Coverage Program obtained. (5) Central Research Section; 21 monographs written on Communism and Espionage; 128 special projects prepared, including exhaustive research on "The FBI Story: A Report to the People"; improved and extended the weekly Current Intelligence Analyses.

ADMINISTRATIVE OPERATIONS VERY GOOD

During inspection, in accordance with the Director's instructions; all of the 5 Research Analysts (grade GS-8 clerical employees) were ordered released from Special Memoranda Unit of Liaison Section and replaced by 2 additional Special Agent supervisors. This should insure good judgment as to selection of material for contents of special memoranda.

Stenographic and typing production (pages typed per hour) averaged 1.91 per stenographer and 2.48 per typist (majority of stenographers have less than 90 days' experience). Inspector pointed out last survey reflected Seat of Government average hourly production was 2.24 pages, and emphasized necessity for improving stenographic production.

Supervisory work equitably distributed among supervisors.

Of 150 files reviewed, form errors found in 4 or 2.67% (low).

PERSONNEL MATTERS VERY GOOD

328 employees assigned consisting of 146 Agents, 15 clerical supervisory analysts, and 167 secretaries, stenographers, typists and clerks. Assistant Director Belmont believed this personnel complement adequate but not excessive and the Inspector concurred. Morale high.

Voluntary overtime for Agent supervisors averaged 2 hours, 27 minutes per supervisor for quarter ending 8-31-56 and was equitably distributed except for 1 supervisor who while on limited duty and at his own request was allowed to average 6 hours, 1 minute per day for quarter ending 5-31-56 and 4 hours, 19 minutes for quarter ending 8-31-56. Inspector instructed care be exercised to insure all his overtime in the future be thoroughly justified. Availability check disclosed 1 Agent supervisor not available for 5-hour period.

✓

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. J. P. MOHR

DATE: October 15, 1956

FROM : MR. A. H. BELMONT *AHB*

SUBJECT: DONALD E. MOORE
 Special Agent
 EOD Bureau: 3-10-41
 Grade GS-15; \$11,610
 DOMESTIC INTELLIGENCE DIVISION

Tolson _____
 Nichols _____
 Boardman _____
 Belmont _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 Nease _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

*Belmont
 Movement
 11/1/56*

The captioned employee reported to the Domestic Intelligence Division on October 15, 1956, and was assigned duties in the Front Office.

A report relative to his progress will be submitted at the expiration of sixty days.

AHB: *MB*

cc - Mr. Belmont

Mr. Boardman

Communications Section

Movement Section

Mr. Medler

(6)

RECORDED - 148

66 OCT 19 1956

67-191804-206	
Searched	
Numbered	39
10 OCT 17 1956	
FEDERAL BUREAU OF INVESTIGATION	

3-1R H

**FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE**

REPORT OF PERFORMANCE RATING

Fullum
movement

Name of Employee: DONALD E. MOORE #02997

Where Assigned: NEW YORK DIVISION IV - INTERNAL SECURITY
(Division) (Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE

Rating Period: from APRIL 1, 1956 to OCTOBER 12, 1956

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

DM

Rated by: James Kelly SPECIAL AGENT IN CHARGE 10/12/56
Signature Title Date

Reviewed by: [Signature]
Signature Title Date

Rating approved by: [Signature] Assistant Director OCT 24 1956
Signature Title Date

RECEIVED-17
RETYPE OF REPORT

() Official
() Annual

67-191804-207	
Searched
Numbered
(X) Administrative
() 60-day
(X) Transfer	OCT 22 1956
() Separation from service
() Special

56 OCT 25 1956

[Signature]
THES

OCT 24 1956

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee DONALD E. MOORETitle ASSISTANT SPECIAL AGENT
IN CHARGERating Period: from 4/1/56 to 10/12/56

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
- Unsatisfactory.
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185. So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>+</u> (17) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>+</u> (18) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (19) Reporting ability: |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>+</u> (a) Investigative reports |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (b) Summary reports |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (c) Memos, letters, wires |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives. | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (20) Performance as a witness. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (21) Executive ability: |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | <u>+</u> (a) Leadership |
| <u>+</u> (11) Industry, including energetic consistent application to duties. | <u>+</u> (b) Ability to handle personnel |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application. | <u>+</u> (d) Making decisions |
| <u>+</u> (14) Technical or mechanical skills. | <u>+</u> (e) Assignment of work |
| <u>+</u> (15) Investigative ability and results: | <u>+</u> (f) Training subordinates |
| <u>+</u> (a) Internal security cases | <u>+</u> (g) Devising procedures |
| <u>+</u> (b) Criminal or general investigative cases | <u>+</u> (h) Emotional stability |
| <u>+</u> (c) Fugitive cases | <u>+</u> (i) Promoting high morale |
| <u>+</u> (d) Applicant cases | <u>+</u> (j) Getting results |
| <u>+</u> (e) Accounting cases | <u>+</u> (22) Ability on raids and dangerous assignments: |
| <u>+</u> (16) Physical surveillance ability. | <u>+</u> (a) As leader |
| | <u>+</u> (b) As participant |
| | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement. |
| | <u>+</u> (24) Ability to work under pressure. |
| | <u>+</u> (25) Miscellaneous. Specify and rate: |
| | <u>+</u> Dictation ability |
| | <u>+</u> Automobile driving ability |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): ASSISTANT SPECIAL AGENT IN CHARGE, INTERNAL SECURITY DIVISION

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): ADMINISTRATOR

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY
 Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE
ASSISTANT SPECIAL AGENT IN CHARGE

This is a Special Performance Rating occasioned by Mr. Moore's transfer from the New York Office. During the rating period, he continued to display a friendly and engaging personality and demonstrated an above average ability in meeting and handling people outside of the Bureau as well as personnel assigned to his division. Division IV, which has been supervised by Mr. Moore, continues to handle investigations of the Communist Party as well as of the individuals who are in the Party.

Mr. Moore has shown himself to be adept in the handling of major issues as well as showing skill in the following of minute detail. The Underground Squad of this office, which works within Mr. Moore's division, has developed some sources of information which have developed highly valuable information for the Bureau.

During the rating period, Mr. Moore was in receipt of letters of commendation from the Bureau on June 5th and August 2nd, both 1956, the first for the location and arrest of EDWARD EUGENE STRONG, a Smith Act subject, and the second for his contribution to the success achieved in the recent trial of Communist functionaries in New York.

Mr. Moore has displayed a fine degree of administrative and executive ability, works enthusiastically, and is quick to assume responsibility. I considered Mr. Moore to be a very valuable asset to the New York Office. I feel that Mr. Moore can capably carry out the duties of Special Agent in Charge.

DEW

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: October 30, 1956

FROM : ~~SAC~~, A. H. BELMONT

SUBJECT: Supervisor Donald E. Moore (Employee)
PERSONNEL STATUS CHANGE

Domestic Intelligence (Division)

ADDRESS AND PHONE CHANGE:

Present phone: _____ (City)

Present Address: _____

MARITAL STATUS:

Married to _____

On _____ at _____

Maiden Name _____

Remarks:

BIRTHS:

Girl named _____ Boy named Name not chosen

Born on October 29, 1956 at New York City

To employee and Mrs. Jean Moore Miss Jean Rose Moore ^{N.R.} _{per}

This is their fourth child.

Remarks:

*File
11-6-56
mp/ylh*

*RECORDED
File on Mr. Moore
last September
Special Search
since 10-21-56
afh*

67-191804-208	
Searched	Numbered
1 OCT 30 1956	
FEDERAL BUREAU OF INVESTIGATION	

THREE

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. Q. TAMM *PK*

FROM : MR. A. H. BELMONT *Auth*

DATE: October 15, 1956

SUBJECT: EXECUTIVE ORDER 10501
SAFEGUARDING OF OFFICIAL INFORMATION
IN THE INTEREST OF THE DEFENSE
OF THE UNITED STATES

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

Inspector Don E. Moore transferred to the Front Office of the Domestic Intelligence Division on October 15, 1956, and should be placed on the list of persons authorized to classify, declassify, upgrade or downgrade defense information per SAC Letter 54-35 (B).

RECOMMENDATION:

1. Recommend that Inspector Moore be added to the list of personnel in the Front Office possessing this authority.
2. Recommend this memorandum be routed to the Training and Inspection Division for appropriate attention. *e*

AHB:bjb *high*
(3)

cc - Training and Inspection Division
cc - Mr. Belmont

RECORDED - 148

RECORDED - 71

67-191804-209	
Searched
Indexed
7 NOV 1 1956	
FEDERAL BUREAU OF INVESTIGATION	

16 OCT 26 1956

FEDERAL BUREAU OF INVESTIGATION

Wood

ORIGINAL FILED IN 66-7225-1097

44

Letter to Mr. Tamm dated 10/15/56

November 6, 1956

Mr. Donald E. Moore
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Moore:

It gives me great pleasure to offer
Mrs. Moore and you my heartiest congratula-
tions on the occasion of the birth of your son.

May your little boy's life be filled
with many blessings.

Sincerely,

J. Edgar Hoover

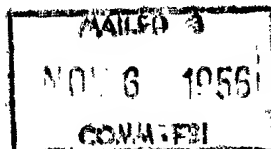
CC: Mr. Belmont (Personal Attention)

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mason _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Nease _____
Winterrowd _____
Tele. Room _____
Holloman _____
Gandy _____

67-191804-208

MJS:afh

(5) 44



NOV 6 1 24 PM '56
REC'D-READING ROOM
FBI
-25M 10 5 2 1956

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

11/1/56

I certify that I have received the following Government property for official use:

~~xxxxxx~~

Special Transportation Pass #10

67 - NOT RECORDED

7 NOV 9 1956
READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

3-M

PER SLB

Very truly yours,

Donald E. Moore

Donald E. Moore

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

11-7-56

I certify that I have received the following Government property for official use:
~~returned~~

New Commission Card with case # 87

Inspector

RETURNED

Old Commission Card with case # 190
ASAC

FILE

3-M

JLR

87 - NOT RECORDED
NOV 9 1956

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

Donald E. Moore
Donald E. Moore

Special Agent

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. A. H. Belmont

FROM : Mr. D. E. Moore

SUBJECT:

DATE: October 26, 1956

Tolson _____
 Nichols _____
 Boardman _____
 Belmont _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 Nease _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

As indicated at the time I received my letter transferring me to the Seat of Government, my wife is pregnant and expecting the birth of our fourth child during this month. I talked to my wife last evening and she indicated that the doctor had informed her that our child could be expected within the next few days. Mrs. Moore has an appointment with the doctor again this evening. I plan on being in touch with her this evening, and in the event the doctor feels the birth is imminent and likely will occur this weekend, I will leave for New York late tonight or tomorrow morning. I will be at my residence at 692 Hunt Lane, telephone Manhasset 7-0552. It is anticipated that my presence with my family will be required for approximately nine or ten days which would mean approximately seven days of annual leave. I will return as soon as possible and will keep the Bureau advised in this regard.

Recommended by *DE*

DEM: bmm

(2)

cc - Mr. Mohr

Letter of congrats
to wife 11-6-56
mjs

Departing for N.Y.
9:00 AM 10/29/56
o2m

moore should remain
away as long as necessary.

Mr. Tolson	_____
Mr. Nichols	_____
Mr. Boardman	_____
Mr. Belmont	_____
Mr. Mohr	_____
Mr. Parsons	_____
Mr. Rosen	_____
Mr. Tamm	_____
Mr. Trotter	_____
Mr. Nease	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

RECORDED - 137

67-191800-210

Searched _____
 Numbered _____
 2 NOV 15 1956
 FEDERAL BUREAU OF INVESTIGATION
 U.S. DEPARTMENT OF JUSTICE

89
18 NOV 19 1956

Donald E. Moore
Inspector - Espionage Central Research Branch
Domestic Intelligence Division
EOD: 3/10/41
GS-15, \$11,610

Mr. Tolson	<input checked="" type="checkbox"/>
Mr. Nichols	<input checked="" type="checkbox"/>
Mr. Boardman	<input checked="" type="checkbox"/>
Mr. Belmont	<input checked="" type="checkbox"/>
Mr. Mohr	<input checked="" type="checkbox"/>
Mr. Parsons	<input checked="" type="checkbox"/>
Mr. Rosen	<input checked="" type="checkbox"/>
Mr. Tamm	<input checked="" type="checkbox"/>
Mr. Trotter	<input checked="" type="checkbox"/>
Mr. Nease	<input checked="" type="checkbox"/>
Tele. Room	<input checked="" type="checkbox"/>
Mr. Holloman	<input checked="" type="checkbox"/>
Miss Gandy	<input checked="" type="checkbox"/>

James

V.

November 29, 1956

W. Clayton

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

This past weekend I moved my family here from New York and have succeeded in getting them settled. I want to express to you my very sincere appreciation for your consideration in permitting me to return to New York to be with my family at the time of the birth of our son, and to return again this past weekend to bring them to Washington. Both Mrs. Moore and I are indeed grateful.

b6

Sincerely,

Donald E. Moore

(Donald E. Moore)

EXP. PROC.
NOV 30 1956

67-NOT RECORDED-2

3/enc

38 DEC 5 1956

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

12-11-56

I certify that I have received the following Government property for official use:

~~returned~~

Handbook for FBI Employees (SOG)

Returned

Handbook for FBI Employees (FIELD)

FILE

3-M

PER JLB

Trans. from New York

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY.

Very truly yours,

Donald E. Moore
7m
Donald E. Moore

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. A. H. Belmont

DATE: October 16, 1956

FROM : Mr. C. E. Hennrich *CEH*

cc - Mr. Belmont
Mr. Hennrich
Mr. Don Moore
Liaison Section
Mr. Whitson

Tolson
Nichols
Boardman
Belmont
Mohr
Parsons
Rosen
Tamm
Trotter
Nease
Winterrowd
Tele. Room
Holloman
Gandy

SUBJECT: **COMMITTEE LIAISON ASSIGNMENTS
DOMESTIC INTELLIGENCE DIVISION**

In view of my transfer to Philadelphia, I am outlining below the committees on which the Bureau is represented on which I have been designated as the Bureau's representative.

(D. J. MOORE)

(1) **United States Evaluation Board** - This Board was created under the National Security Council for the purpose of authorizing the Board to clear for passage in double agent operations classified Government information in order that double agent operations may be brought up to the point where they may ultimately be used for deception and other purposes.

(2) **United States Communications Intelligence Board** - This Board was set up under the National Security Council as a policy Board governing operations of the National Security Agency and the handling of communications intelligence (primarily interception of communications traffic of potential enemy nations).

(3) **United States Communications Security Board** - This Board is set up under the National Security Council for the purpose of formulating policy having to do with security of United States communications.

(4) **Net Evaluation Subcommittee** - This Committee has been set up with the direction of the President to make continuing analysis of the ability of the Soviet Bloc to wage war against the United States with thorough military or clandestine operations. The Director is a member of the Committee. I have represented the Director on the working committee of these studies assisted by Supervisor Lish Whitson. Whitson is thoroughly familiar with all of the work being participated in by the Bureau.

74
CEH:ojk
(8)

RECORDED-57
INDEXED-57

100-22-241
NOV 16 1956
FBI

62-101157
10/15/56
RECEIVED
FBI

Memorandum for Mr. Belmont

RECOMMENDATION:

The work on each of the above Boards and Committees insofar as the Bureau's interest is concerned is more closely related to functions of the Espionage and Intelligence Branch of the Domestic Intelligence Division than any other. It is recommended that Mr. Don Moore be designated as the Bureau's representative on these Boards and Committees. If you agree, the Liaison Section will prepare appropriate letters advising the Boards that Mr. Moore has been so designated.

WBE *gmo*
H. H. H. ✓
je

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI (66-629)

DATE: 10/29/56

SAC, NEW YORK (66-6406)

ATTN. FBI LABORATORY

SUBJECT: BUREAU CODES
AFSAM 7

~~STRICTLY CONFIDENTIAL~~

The names of the following employees should be removed from the list of those employees of the NYO having access to Bureau code equipment:

ASAC ^{E.} DONALD H. MOORE, Clerk

ASAC MOORE has been transferred to the Bureau and is being replaced by SAC NORMAN H. Mc CABE.

Clerk resigned, effective oct 10/26/56. b6

A separate communication adding SAC Mc CABE to the list of those having access to AFSAM 7 and other Bureau code equipment shall be submitted upon his arrival.

- 2 - Bureau (66-629)
- 1 - New York (66-6406)

WGM:AJM
(3)

RECORDED - 97

66-629-3403

14 OCT 1956

EX-127

PERS. FILES

Office Memorandum • UNITED STATES GOVERNMENT

TO : *neg* MR. CALLAHAN

DATE: 11-7-56

FROM : *MJ* M. M. NEWMANSUBJECT: CREDENTIAL CARD
INSPECTORS
DONALD E. MOORE
WILLIAM M. WHELAN

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mason	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

*Improvement
MA/5/5/56
dictated*

Pursuant to instructions issued by Mr. Tolson,
Inspector Credentials were issued to Donald E. Moore
and William M. Whelan on this date.

*Reopened made from
it to Inspector
11/28-56*

11/9

AMN:1 *11/1*

11-7-56

NOT RECORDED

51 DEC 8 1956 41

copy - auto
11-11-56

3 - *John*

U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.

FORM APPROVED
BUDGET BUREAU NO. 50-R084

NOTIFICATION OF PERSONNEL ACTION

101 J. J. J. J.
Checked by J. J. J. J.
Filed by J. J. J. J.

1. NAME (MR.-MISS.-MRS.-FIRST-MIDDLE INITIAL-LAST) MR. DONALD E. MOORE #02997		2. DATE OF BIRTH 7-11-18	3. JOURNAL OR ACTION NO. F.B.I. 13434	4. DATE 11-9-56																							
<i>This is to notify you of the following action affecting your employment:</i>																											
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) CHANGE IN TITLE		6. EFFECTIVE DATE 11-9-56	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY EXCEPTED BY LAW																								
FROM Special Agent GS 15 XX \$11,610 per annum		8. POSITION TITLE Inspector	9. SERVICE, SERIES, SALARY, GRADE GS 15 \$11,610 per annum																								
10. ORGANIZATIONAL DESIGNATIONS		11. HEADQUARTERS																									
12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL																									
13. VETERAN'S PREFERENCE <table border="1"><tr><td>NONE</td><td>WWII</td><td>OTHER</td><td>5-PT.</td><td>10-POINT</td></tr><tr><td></td><td></td><td></td><td></td><td>DISAB. OTHER</td></tr><tr><td>X</td><td></td><td></td><td></td><td></td></tr></table>		NONE	WWII	OTHER	5-PT.	10-POINT					DISAB. OTHER	X					14. POSITION CLASSIFICATION ACTION <table border="1"><tr><td>NEW</td><td>VICE</td><td>I. A.</td><td>REAL.</td></tr><tr><td></td><td>X</td><td></td><td></td></tr></table> Gordon A. Nease prom GS 16 eff 5-6-56			NEW	VICE	I. A.	REAL.		X		
NONE	WWII	OTHER	5-PT.	10-POINT																							
				DISAB. OTHER																							
X																											
NEW	VICE	I. A.	REAL.																								
	X																										
15. SEX M	16. APPROPRIATION S. & E. F. B. I. 18. FROM: Same 19. TO:		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)																							
19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:																											
APPROVED J. E. Hoover DIRECTOR, F. B. I.																											
REMARKS: Grade and classification of position subject to post-audit and correction by Agency Personnel Office or by the Civil Service Commission. <i>Employee's copy destroyed per 573A 12/5/56</i> <i>JKS/2</i> 67-NOT RECORDED-5 3/10/58																											
19 DEC 7 1956																											
SIGNATURE OR OTHER AUTHENTICATION																											

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Fuller
Moore

Name of Employee: DONALD E. MOORE

Where Assigned: Domestic Intelligence Front Office
(Division) (Section, Unit)

Payroll Title: Inspector - GS-15 - \$11,610

Rating Period: from October 15, 1956 to December 15, 1956

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

DM

Rated by: *J. H. Belmont* Assistant Director 12-17-56
Signature Title Date

Reviewed by: *J. F. Mohr* Assistant Director DEC Date 1956
Signature Title Date

Rating approved by: *J. F. Mohr* Assistant Director DEC Date 1956
Signature Title Date

TYPE OF REPORT

- () Official
() Annual

(x) Administrative

(x) 60-day

() Transfer

() Separation from Service

() Special

RECORDED 137

67-111-211

SEARCHED INDEXED

SERIALIZED FILED

DEC 18 1956

FBI - NEW YORK

3-14

518

7 JAN 2 1957

114 115
NARRATIVE COMMENTS

28 1956

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee DONALD E. MOORE Title Inspector
October 15, '56 to 12-15-56

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
= Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185. So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>✓</u> (17) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>0</u> (18) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (19) Reporting ability: |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina). | <u>0</u> (a) Investigative reports |
| <u>✓</u> (5) Resourcefulness and ingenuity. | <u>0</u> (b) Summary reports |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (c) Memos, letters, wires |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives. | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>0</u> (20) Performance as a witness. |
| <u>✓</u> (9) Planning ability and its application to the work. | <u>+</u> (21) Executive ability: |
| <u>✓</u> (10) Accuracy and attention to pertinent detail. | <u>+</u> (a) Leadership |
| <u>+</u> (11) Industry, including energetic consistent application to duties. | <u>+</u> (b) Ability to handle personnel |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application. | <u>+</u> (d) Making decisions |
| <u>0</u> (14) Technical or mechanical skills. | <u>+</u> (e) Assignment of work |
| <u>+</u> (15) Investigative ability and results: | <u>+</u> (f) Training subordinates |
| <u>+</u> (a) Internal security cases | <u>+</u> (g) Devising procedures |
| <u>+</u> (b) Criminal or general investigative cases | <u>+</u> (h) Emotional stability |
| <u>+</u> (c) Fugitive cases | <u>+</u> (i) Promoting high morale |
| <u>+</u> (d) Applicant cases | <u>+</u> (j) Getting results |
| <u>0</u> (e) Accounting cases | <u>0</u> (22) Ability on raids and dangerous assignments: |
| <u>0</u> (16) Physical surveillance ability. | <u>+</u> (a) As leader |
| | <u>+</u> (b) As participant |
| | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement. |
| | <u>+</u> (24) Ability to work under pressure. |
| | <u>+</u> (25) Miscellaneous. Specify and rate: |
| | <u>+</u> Dictation ability |
| | <u>+</u> <u>Capability for additional responsibility</u> |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Security - administrator

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk man - Inspector - Executive

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: SATISFACTORY
Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE

This is a report for the sixty days since Mr. Moore reported to the Domestic Intelligence Division as Inspector in Charge of the Espionage-Central Research Branch on October 15, 1956.

From the brief time Mr. Moore has been in this position, he gives evidence of both the ability and the desire to properly handle the job. Necessarily, he has had to learn the ropes and acquaint himself with the procedures in diversified cases and projects now under his supervision. He has applied himself assiduously and has experienced no difficulty in assimilating his duties. Mr. Moore is conscientious, willing and appears to possess the judgment and know how to handle this important assignment. He has given every indication of willingness and desire to shoulder responsibility and make the necessary decisions.

I feel that Mr. Moore is progressing satisfactorily; that he has taken over this position energetically and that he will be a valuable addition to the Seat of Government.

DEW

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: January 4, 1957

FROM : J. P. Mohr

SUBJECT: DONALD E. MOORE

Number One Man - Inspector - *since October, 1956*
 Espionage - Central Research Branch
 Domestic Intelligence Division
 Non-Veteran; Not on Probation

Tolson _____
 Nichols _____
 Boardman _____
 Belmont _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 Nease _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

REALLOCATION

Inspector Moore is presently in grade GS-15, \$11,610 per annum, and is being considered for reallocation to GS-16, \$12,900 per annum, based upon his new responsibilities as Number One Man in the Domestic Intelligence Division with specific responsibility for the Espionage - Central Research Branch. He replaced former Inspector Hennrich, now SAC at Philadelphia, who was in grade GS-16. Inspector Sizoo, who is in charge of the Internal Security - Liaison Branch of the Domestic Intelligence Division, is also in grade GS-16. In addition, Inspector Sullivan, Chief of the Central Research Section, is in grade GS-16.

With respect to the super grade positions, you will recall that the 84th Congress approved 37 of these positions for the FBI on June 28, 1955. At the present time we have 10 grade GS-16 positions filled in the field and 9 at the Seat of Government. We have 6 grade GS-17 positions filled in the field and 6 at the Seat of Government. In addition, we have 2 grade GS-18 positions filled at the Seat of Government. This makes a total of 33 super grade positions filled with 4 positions remaining vacant.

Inspector Moore entered on duty March 10, 1941; is 38 years of age, married, and has four children. He has a Bachelor of Arts Degree and attended law school. Prior to his assignment to the Domestic Intelligence Division, he served as ASAC at Detroit and New York. His over-all service record is decidedly above average.

67-191804-212

On December 15, 1956, Mr. Belmont submitted a 60-day performance rating on Inspector Moore and stated that he had given evidence of both the ability and the desire to properly handle his present responsibilities. He had applied himself assiduously and had experienced no difficulty in assimilating his duties. He had given every indication of willingness and desire to shoulder responsibility and make the necessary decisions. He had taken over his position energetically

Enclosure

ERC:akc

(2)

4 JAN 14 1957

3/enc

Memo to Mr. Tolson
Re: Donald E. Moore

and Mr. Belmont felt that he would be a valuable addition to the Seat of Government.

No administrative action has been taken against Inspector Moore during the past year.

The Director saw Inspector Moore on June 4, 1956, and stated that he made an excellent personal appearance, seemed to have a grasp of the responsibilities of his work, and the Director rated him above average. The Director again saw Inspector Moore on October 16, 1956, at which time he had called to express his appreciation for the opportunity afforded him to serve at Washington in this new capacity.

RECOMMENDATION:

I recommend that Inspector Moore be reallocated to grade GS-16, \$12,900 per annum, at this time.

*I suggest we wait
another 60 days
on this*

J. Edgar Hoover
7.7.

pm
consent.
H

A PERMANENT BRIEF OF INSPECTOR MOORE'S FILE IS ATTACHED.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 1-7-57

FROM : H. L. Edwards *HL*

SUBJECT: DONALD E. MOORE
 Number 1 Man - Inspector
 Espionage - Central Research Branch
 Domestic Intelligence Division
 EOD 3-10-41; GS-15, \$11,610
 Non-Veteran; Not on Probation

Tolson _____
 Nichols _____
 Boardman _____
 Belmont _____
 Mason _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Nease _____
 Winterrowd _____
 Tele. Room _____
 Holloman _____
 Gandy _____

The following is a brief and concise summary of Mr. Moore's record for the Director's use.

Since January, 1956, he has been COMMENDED on two occasions, these being 6-5-56 for his very fine work in the location and arrest of Edward Eugene Strong, a Smith Act subject and on 8-22-56 for his major contributions to the success achieved in the recent trial of Communist functionaries in New York. During this same period of time, he had received no letters of Censure.

On 9-23-54 he was transferred to the New York Office as Assistant Special Agent in Charge. On 10-14-56 he was transferred to the Domestic Intelligence Division as Number 1 Man.

The Director last saw Mr. Moore on 10-16-56 and stated he wanted to express his appreciation for the opportunity afforded him to serve at Washington in his new capacity. The Director discussed with him generally the problems of the Domestic Intelligence Division and the imperative need for encouraging new ideas upon the part of all of the staff of that Division. He was cautioned against being 'smothered' by routine and precedent, namely, that he, as well as all others, should be alert to make changes in procedures when such were necessary and desirable without respect to the fact that the procedure had been established for a long period of time.

On 11-9-56 he was designated Inspector in the Domestic Intelligence Division.

On 12-15-56 Mr. Belmont rated him SATISFACTORY and stated that from the brief time he had been in the Domestic Intelligence Division he had given evidence of both the ability and the desire to properly handle the job. He had experienced no difficulty in assimilating his duties. He appeared to possess the judgment and know how to handle his important assignment. It was felt he was progressing satisfactorily; that he had taken over his position energetically and that he would be a valuable addition to the Seat of Government.

67-191 804-213

FDH:fac

(2)

4 JAN 14 1957

3/enc

By memorandum dated 1-4-57 to Mr. Tolson, it was recommended he be reallocated to Grade GS-16 at this time, in view of his responsibilities as Number One Man in the Domestic Intelligence Division. It was noted his over-all service record was decidedly above average.

I recommended a 60 day wait on this

It is noted, his wife gave birth to a son on 10-29-56 and a letter of congratulations was directed to him by the Director under date of 11-6-56.

His daily average overtime for the past six months is as follows: June, 1956, 2 hours 1 minute; July, 3 hours 19 minutes; August, 3 hours 30 minutes; September, 2 hours 18 minutes; October, 2 hours 56 minutes; and for November, 3 hours 56 minutes.

His Offices of Preference as of February, 1956, are San Francisco Seattle and Portland.

✓ 7

January 10, 1957

MEMORANDUM FOR MR. TOLSON

Inspector Donald E. Moore, of the Domestic Intelligence Division, called to see me yesterday. Mr. Moore stated that while he had put in a request to see me several days previously, there had developed in the interim the incident wherein an inadequate memorandum had been prepared for me by the Domestic Intelligence Division for my interview with Mr. [REDACTED] and that he, Mr. Moore, had been partially responsible for this situation. He stated that he regretted the same and thought he had learned a lesson from it. b6

I told Mr. Moore that I certainly hoped he had because my observation was that the original memorandum sent to me for my use was completely inadequate and that it was inexcusable that a proper memorandum had not been submitted to me in the first instance.

Very truly yours,

John Edgar Hoover
Director

RECORDED-150

JEH:TLC

SENT FROM D. O.	
TIME	9:46 AM
DATE	1-11-57
BY	E.H.H.

JAN 10 1957

Tolson _____
Nichols _____
Boardman _____
Belmont _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Nease _____
Tele. Room _____
Holloman _____
Gandy _____

71
JAN 23 1957
act
-23-59

January 14, 1957

PERSONAL AND CONFIDENTIAL

Mr. Donald E. Moore
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Moore:

A request made of the Domestic Intelligence Division on January 8, 1957, for material relating to the Hungarian Refugee Program was handled in a most unsatisfactory fashion. The instructions, although clear and definite, were not complied with and the information was submitted in a piecemeal fashion and was not complete. As Inspector in Charge of the Espionage - Central Research Branch of the Domestic Intelligence Division, you have the over-all responsibility for the proper functioning of your subordinates in that branch and the manner in which the above-mentioned instructions were carried out clearly reflects inadequate supervision on your part.

Accordingly, you will be expected to take immediate measures to insure that any such instructions received in the future are properly followed and weaknesses such as those existing in the handling of this matter are carefully avoided.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

MAILED 2

JAN 14 1957

COMM - FBI

Tolson _____
Boardman _____
Nichols _____
Belmont _____
Harbo _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
 Sizoo _____
Winterrowd _____
Tele. Room _____
Holloman _____

cc - Mr. Belmont (Personal Attention)
SOG, Domestic Intelligence Personnel File

Based on memo from Mr. Belmont to Mr. Boardman
1/9/57, JAS:mn.

JAN 15 1957

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: March 6, 1957

FROM : J. P. MOHR

SUBJECT: DONALD E. MOORE
 Number One Man - Inspector
 Espionage - Central Research Branch
 Domestic Intelligence Division
 Non-Veteran; Not on Probation

Tolson _____
 Nichols _____
 Boardman _____
 Belmont _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 Nease _____
 Tele. Room _____
 Holloman _____
 Gandy _____

W. C. Croyton

REALLOCATION

Inspector Moore is presently in Grade GS-15, \$11,610 per annum, and was last considered for reallocation to Grade GS-16, \$12,900 per annum, on January 4, 1957. At that time you suggested we wait sixty days and the Director approved.

Inspector Moore has specific responsibility for the Espionage-Central Research Branch, which position was formerly held by Inspector Hennrich, now SAC at Philadelphia. Inspector Sizoo, who is in charge of the Internal Security-Liaison Branch, is in Grade GS-16 and Inspector Sullivan, Chief of the Central Research Section, is also in Grade GS-16.

We have a total of thirty-seven super grade positions approved by the 84th Congress on June 28, 1955. At the present time, we have eleven Grade GS-16 positions filled in the field and ten at the Seat of Government. We have six GS-17 positions filled in the field and six at the Seat of Government. In addition, we have two GS-18 positions filled at the Seat of Government. This makes a total of thirty-five super grade positions filled and two positions remain vacant.

Inspector Moore entered on duty March 10, 1941, is 38 years of age, married and has four children. He has a Bachelor of Arts Degree and attended law school. Prior to his assignment to the Domestic Intelligence Division, ^{Nov 12-14-56} he served as ASAC at Detroit and New York. His over-all service record is above average.

67-141804-216

Mr. Belmont advised me just recently that he was highly pleased with the performance of Inspector Moore and felt he was a valuable addition to the staff of the Domestic Intelligence Division. He said that Inspector Moore had given every indication of willingness and desire to shoulder responsibility and make the necessary decisions. ~~1-11-1957~~

69 Enclosure

ERC:eam

(2) MAR 13 1957

B/EHR

Memorandum to Mr. Tolson
Re: Donald E. Moore
Reallocation

On January 10, 1957, the Director saw Inspector Moore at which time he advised the Director that he had been partially responsible for an inadequate memorandum submitted to the Director and wanted the Director to know that he regretted his dereliction in this respect and he had learned a lesson from it. The Director told Mr. Moore that he certainly hoped he had learned a lesson as the original memorandum was completely inadequate and that it was inexcusable that a proper memorandum had not been submitted to the Director in the first instance. The memorandum in question dealt with the Hungarian Refugee Program. On January 14, 1957, Inspector Moore received a letter of censure in connection with this matter.

RECOMMENDATION:

I recommend that Inspector Moore be passed over for reallocation to Grade GS-16 at this time to be reconsidered in sixty days.

DM
W. J. Moore
I agree 3/4
I agree
I am concerned to make believe
he is by any means
ready to go to 16. He
has only been here
a month or so. He
had a severe
censure in that
time.

A PERMANENT BRIEF OF MOORE'S PERSONNEL FILE IS ATTACHED.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman

DATE: January 9, 1957

FROM : Mr. A. H. Belmont

SUBJECT: HUNGARIAN REFUGEE PROGRAM
INTERNAL SECURITY (HU)

Domestic Intelligence

Joseph A. Sizoo

Tolson	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

Reference is made to the attached memorandum to the Director dated January 8, 1957, captioned "Request to See Director" concerning which the Director asked that an explanation be submitted as to why a more complete memorandum on the Hungarian situation was not prepared for his use in the event he saw Mr. [redacted]. Attached also are 2 other memoranda subsequently sent to the Director's office on which the Director made additional comments concerning the inadequacies of the first memorandum.

I have checked the handling of this memorandum in this Division and I find that Night Supervisor Larry Martin received a telephone call from Mr. Holloman at approximately 7:15 p.m. last evening (1/8/57). In my absence Martin then advised Sizoo and Moore that Mr. Holloman had asked for a summary memorandum on [redacted] since [redacted] secretary had called indicating that Mr. [redacted] desired to see the Director on January 9th, if possible. Martin said Mr. Holloman asked that this material be in the Director's office the first thing on the morning of the 9th.

Sizoo noted we recently prepared a summary concerning [redacted] and raised the question as to whether or not it would be desirable to include material on the status of the Hungarian refugee program as far as the Bureau was concerned since [redacted] obviously wanted to discuss this program with the Director, and suggested we furnish the Director the recent summary memorandum and any new data concerning Mr. [redacted] together with up-to-date material on the refugee program. It was understood that the Director was being kept advised of current developments in the program and that the most recent memorandum had gone up January 8th. It was, therefore, suggested that a copy of that memorandum, if the original could not be located, be sent up with the cover memorandum. Martin prepared this memorandum during the late evening hours of January 8th and it was sent to the Director's office this morning.

Enclosure

cc - Mr. Boardman
Mr. Belmont
Mr. Moore
Mr. Sizoo

JAS:mn/acm

(5)

Let of memo to Martin
510/Jan 11/57
1/11/57

I just do not have for the time I need a car - generation of memoranda - dump. It should have all been combined into one memo.

3/12

Memorandum for Mr. Boardman

I have since learned from Holloman that he had in mind when he called Martin the submission of a more complete memorandum summarizing the developments in the Hungarian refugee program as well as furnishing available personal information concerning [redacted]. In rechecking this with Martin, he advised that it was his clear impression that a summary memorandum on [redacted] himself was all that was requested. Both Sizoo and Moore have advised me that they fully realize they should have checked back with Holloman to make certain of the exact request and even in the absence of checking back with Holloman, should have realized that a summary of the background and developments of our participation in the Hungarian refugee program should have been furnished the Director this morning. It should be noted that Sizoo was acting in charge of the Division in my absence and that the supervision of the Hungarian refugee program falls within the branch of this Division supervised by Moore. b6

There is no question that this memorandum was inadequately handled in this Division and the mishandling is certainly regretted. I feel administrative action is desirable against the personnel responsible.

It was well known that [redacted] wanted to discuss the refugee situation.

RECOMMENDATIONS:

That Sizoo and Moore be censured. No action is recommended as to Martin as I feel he relayed the instructions as he understood them and it was the responsibility of Sizoo and Moore to determine exactly what information would be of assistance to the Director and see that it was provided.

of 2. Sizoo, Moore & Martin are to be censured. There seems to be no doubt as to what Holloman asked for & Martin should have gotten it straight.
2. Hereafter any requests for information should be checked by the staff & the Director or the Assistant Director before submission. b6

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 2

Page 197 ~ Duplicate 67E-HQ-191804-194

Page 198 ~ Duplicate 67E-HQ-191804-194